

Gig Harbor City Council Meeting

**June 9, 2003
7:00 p.m.**



**AGENDA FOR
GIG HARBOR CITY COUNCIL MEETING
June 9, 2003 - 7:00 p.m.**

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

CONSENT AGENDA:

These consent agenda items are considered routine and may be adopted with one motion as per Gig Harbor Ordinance No. 799.

1. Approval of the Minutes of City Council Meeting of May 27, 2003.
2. Correspondence / Proclamations: a) 2004 Clean Air Assessment Notice
3. Amendment to Agreement with the Department of Emergency Management.
4. Adoption of 2003 Personnel Regulations.
5. Adoption of 2003 Job Descriptions.
6. Approval of Payment of Bills for June 9, 2003.
Checks #40279 through #40408 in the amount of \$280,736.44.
7. Approval of Payroll for the month of May:
Checks #2545 through #2600 and direct deposits in the amount of \$232,198.50.

OLD BUSINESS:

1. Second Reading of Ordinance – Moorage Fees.
2. Requested Amendments to the Pierce County Comprehensive Plan.

NEW BUSINESS:

1. Resolution – Skansie Resource Acquisition Team.
2. Resolution – Declaration of Surplus Property.
3. Notice of Intention to Commence Annexation Proceedings – Hazen.
4. Recommendation from the Wilkinson Farm Ad Hoc Committee.

STAFF REPORTS:

1. Community Development Department Update.

PUBLIC COMMENT:

COUNCIL COMMENTS / MAYOR'S REPORT:

EXECUTIVE SESSION: For the purpose of discussing property acquisition per RCW 42.30.110(1)(b).

ADJOURN:

GIG HARBOR CITY COUNCIL MEETING OF MAY 27, 2003

PRESENT: Councilmembers Ekberg, Young, Franich, Owel, Picinich, Ruffo and Mayor Wilbert. Councilmember Dick was absent.

CALL TO ORDER: 7:04 p.m.

PLEDGE OF ALLEGIANCE

PUBLIC HEARING:

Planning Commission Recommendation - Planned Community Development Land Use Plan Map. John Vodopich, Community Development Director, explained that the public hearing was for the recommendation from the Planning Commission for proposed map and textual amendments to the Planned Community Development designation for the Gig Harbor North area. He gave an overview and background of the proposed recommendations to adopt a Comprehensive Plan Land Use map that mirrors the existing zoning in place for that area. He continued to explain that the textual amendments pertain to the creation of descriptive designations for each of the designations and changes to the Comp Plan percentage designations to reflect the actual percentages in place today.

Mayor Wilbert opened the public hearing at 7:08 p.m.

Bill Narin – 11221 35th Ct. NW. Mr. Narin said that he feared that changes to the Gig Harbor North to allow a Costco and others like Costco would threaten the quality of life, the environment, the small town atmosphere, and traffic congestion. He discussed his concerns about the threat to the water supply referring to an article in the recent Peninsula Light newsletter. He urged Council to proceed on these recommendations as an informed body, and asked that the public be kept abreast of the status of water supply issues.

Dave Folsom – 3160 Anne Marie Ct. Mr. Folsom asked Council to consider traffic congestion, and come up with a plan that takes future growth into consideration. His recommended not reducing the Business Park area, because Gig Harbor is a bedroom community and the city needs to actively attract new businesses. He explained that the Gig Harbor North Comp Plan developed ten years ago called for 10% open space, which was a commitment to the citizens. He said that this was a well-balanced, good plan. Mr. Folsom concluded by suggesting that the city take a fresh look at the Comprehensive Plan. He said that the Growth Management Act calls for a major review by the end of 2004, and it is time for a comprehensive review with public input.

Matt Halvorsen – 3041 Eastbay Drive. Mr. Halvorsen expressed his concern that the developers were pushing for a quick decision. He urged Council to perform a cost benefit analysis and needs analysis, and postpone the proposal by the Developers to

the 2003 amendment cycle. He said that in the long run, amending the Gig Harbor North area to include more commercial zoning would be detrimental.

Scott Shanks – 1359 No. 205th Street, Shoreline. Mr. Shanks, First Western Development, urged Council to take time to consider the proposal from the Planning Commission with the two Comp Plan amendments that are pending, rather than approving the recommendation from the Planning Commission at this time. He asked that Council refer this back to the Planning Commission to look at the specifics of the proposals with additional information. He explained that this a unique Comprehensive Plan Amendment in that there are actual uses in mind.

Mr. Shanks gave a detailed report on what steps had been taken to develop a plan that included meetings with the neighbors. He reported that they had addressed their concerns regarding noise, security, lighting, and traffic, and proposed a plan that includes a senior, gated community as a buffer to the Canterwood Development. He discussed aspects of the proposal including the continuance of the street-scape and co-mingling of the stormwater facilities.

Mr. Shanks handed out a packet of illustrations of the proposal, explaining that they are requesting a 4% increase in commercial zoning. He stressed that there is a demand for this type of commercial development, and that Borgen Boulevard and the surrounding area was designed to handle the impacts of this project. He commented that they are ready to answer questions regarding traffic, water, stormwater and noise, and recommended that the applicants be asked to submit detailed studies of the impacts from these proposals to allow Council to make an informed decision. He concluded that they have been working on this proposal since January of 2002, and if it were to be approved, construction would not be completed until 2004 or 2005.

Dale Pinney – First Western Development. Mr. Pinney used illustrations to described the proposed map amendment . He stressed the step-down area provides the preferred buffering method and creates a complete buffer area, protecting the low-density residential.

He addressed questions from Council regarding the density of the senior community used as a buffer for the commercial area. He explained that the schematic was just a representation of what might occur on that site, and further design would be necessary to address actual density requirements.

John Rose – Olympic Property Group, 19245 10th Ave East, Poulsbo. Mr. Rose talked about the background of Olympic Property Group and how they have been involved with Master Plan Development for many years. He said that they have been working with the city for 15 years with the planning process for the Gig Harbor North area. He discussed the need for more commercial property and how if approved, it can remain compatible with the planning principals that were in place during the annexation process. He said that the main goal of the 1991 Growth Management Act was to prevent urban sprawl and that urban services were to be located inside urban growth

areas to preserve the rural character. He said that an increased commercial area would serve the needs of the city's future population growth.

Mr. Rose explained that they are proposing an additional 8% in commercial area in response to the anticipated growth in the next 10-20 years. He discussed the Master Plan Community concept where all the pieces fit together within the 320 acres. He said that they in the past two years they have met with community groups, neighborhood associations, marketing groups, and potential commercial clients, including Costco. What they have heard is a need for more planned recreation space, which is reflected in their proposal by a 65-acres of parks, trails and open-space and recreation. He stressed that the city has been given right of first refusal to buy 20 acres of their property, but the problem is the property is next to a subdivision. He suggested moving the park area to the headwaters of Donkey Creek, adjacent to a recreation complex as opposed to a residential area.

He addressed the concerns about replacing business parks with commercial, and referred to the survey by Pierce County on buildable lands that illustrates the over-supply of business parks in Gig Harbor. He said that there is plenty of space available for business parks, but not for large, commercial buildings. He said that converting 35 acres from business park to commercial would still allow the ability to attract employment districts. He commented that the study also shows that there is a shortage of residential areas based upon the projected population growth.

He said that the response to the Gig Harbor North area has shown a demand for more commercial space. They have seen 400,000 square feet of space lease within one year, and the demand continues. He said that one of their primary goals is to avoid conflict with existing subdivisions, non-residential business park property and commercial.

He used drawings to illustrate a proposal to place one more large store next to the Home Depot site, stressing that more commercial area could be added to Gig Harbor North without impact to the original plan. He talked about the concept of a "Village Center" that would create a neighborhood where people could access recreation, businesses, restaurants, movies and more in one location without requiring a vehicle.

Mr. Rose addressed the aquifer concerns by pointing out the existence of a Watershed Planning Committee, which is studying the whole region. He concluded that this will not be Olympic Property Group's last project, as they want the area to be attractive to their potential residential customers.

John Chadwell – 4109 16th Ave NW. Mr. Chadwell explained that he works for Olympic Property and also is a resident of Gig Harbor. As a Professional Engineer in land development, addressed the aquifer recharge and traffic concerns that came up previously. He said that replacing business park with commercial would have same impact on the aquifer recharge and storm drainage, as they have the same impervious coverage. He then addressed the traffic issues by explaining that Borgen Boulevard

was well thought out and designed to support the additional capacity. He discussed the difference in traffic increase when converting residential to commercial as opposed to converting business park to commercial, as they are recommending in their proposal.

There were no further comments and the Mayor closed the public hearing at 8:05 p.m. and called for a short recess. The meeting reconvened at 8:15 p.m.

CONSENT AGENDA:

These consent agenda items are considered routine and may be adopted with one motion as per Gig Harbor Ordinance No. 799.

1. Approval of the Minutes of City Council Meeting of May 12, 2003.
2. Correspondence /Proclamations: a) Hire A Veteran Month.
3. Donkey Creek Park - Environmental Services.
4. Pioneer Water Main Replacement Project - Engineering Services.
5. Skansie Avenue Pedestrian Street Improvements.
6. Liquor License Renewals: Fred Meyer Marketplace; Harbor Humidor; Puerto Vallarta Restaurant; Round Table Pizza.
7. Liquor License Application: Central 76
8. Approval of Payment of Bills for May 27, 2003.
Checks #40146 through #40278 in the amount of \$309,660.55.

Mayor Wilbert asked that the company hired to perform the Environmental Services for the Donkey Creek Park consider a location for the restrooms closer to Harborview Drive rather than North Harborview. Mark Hoppen explained that this contract is about assessing the environmental aspect of the site, not about citing or development.

MOTION: Move to approve the consent agenda as presented.
Ruffo / Picinich – unanimously approved.

OLD BUSINESS:

1. Second Reading of Ordinance – Adoption of the Park, Recreation & Open Space Plan. John Vodopich, Director of Community Development, presented the second reading of this ordinance. He said that he had included a list of recommended changes to the draft plan related to the old ferry landing that deletes any reference to picnic shelters, beach access or trailheads. He recommended adoption of the plan as amended.

MOTION: Move to accept staff recommendation and approve Ordinance No. 930 as amended.
Owel /

Councilmember Franich offered this amendment to the motion.

AMENDMENT: Move to amend the original motion to amend page 96 in the Park Comprehensive Plan to identify an appropriate location for a Maritime Pier with possible waterfront access for

recreational activities.
Franich / Owel -

Councilmember Young asked if a date and cost should be associated with this objective. Councilmember Franich recommended 2003-2006. Councilmember Franich said that in light of recent discussions regarding a maritime pier, he would like this added to the Parks Comp Plan as an objective too allow the city to be able to go forward with a pier project.

Councilmember Owel asked if this could be done as a staff directive or as an amendment to the ordinance. Carol Morris explained that it could be done as an amendment to the ordinance at this time.

The Mayor restated the motions for voting purposes.

AMENDMENT: Move to amend the original motion to amend page 96 in the Park Comprehensive Plan and to identify an appropriate location for a Maritime Pier with possible waterfront access for recreational activities.
Franich / Owel – unanimously approved.

AMENDED MOTION: Move to adopt Ordinance No. 930 as amended.
Owel / Franich – unanimously approved.

NEW BUSINESS:

1. Planning Commission Recommendation - Planned Community Development Land Use Plan Map. John Vodopich gave an overview of the two requested changes to the Planning Commission's recommendation, explaining that the applicants have yet to complete SEPA review or analyze the traffic impacts. He recommended that Council allow additional review in order to set a new SEPA threshold determination and to do a traffic impact analysis. He said that after the review, the information could be brought back to Council for further consideration at the July 28th Council meeting. John answered questions regarding the timing for the studies and comment periods.

Council voiced concern over further delays and offered to hold a special meeting if necessary. Carol Morris advised that it would be important to hold the next public hearing after the SEPA is done and a threshold determination has been made.

Councilmember Young responded to comments that had been heard earlier in the public hearing. He explained that with the passing of the Comprehensive Parks Plan this evening, the city had completed all elements of the Comprehensive Plan. He added that park impact fees were already in place for residential. He then clarified that Peninsula Light Water Company doesn't serve the areas within the city and the water concerns may differ than those of the city.

Councilmember Franich said that Gig Harbor North annexation was represented to the public as Planned Community Development with provisions for open space and two zoning designation, Residential Low and Residential Medium density. He said that he thought that the RLD would be comparable to the city's R-1 designation, but found that it compares with the R-2 zoning, and asked if the citizens were aware of this difference during the public hearing process. He said that developing for the PCD was driven by Growth Management Act, but since that time, the economy has changed. He recommended a review of the Planned Community Development concept, taking into consideration the current buildable lands survey and census information to see if the PCD meets or exceeds the current need. He also emphasized the importance of the city performing an independent traffic analysis.

Councilmember Ruffo said that everyone has the same concerns in preserving the quality of life in Gig Harbor. He said that the intent of the planning in the Gig Harbor North area was to allow future development and to keep the downtown waterfront as it is. Councilmember Franich said that he would like to see more R-1 zoning in that area. Councilmember Young commented that if you don't accept the higher density zoning in the Gig Harbor North area, you would have to accept it elsewhere in the city where it might not be well-suited.

Councilmember Owel pointed out that the residential downtown area is platted as much higher density than four units per acre.

MOTION: Move to follow staff's recommendation but have the information come back before Council at the first meeting in July.
Ekberg / Ruffo – unanimously approved.

2. Skansie Brothers Park - Recommendation from the Ad Hoc Committee. Mark Hoppen introduced Mr. Gary Glein to make the presentation and gave a little history of the Glein family in the harbor.

Utilizing the overhead projectors, Mr. Glein presented a summary of the recommendations for the property that resulted from two public hearings and an additional three meetings of the fifteen-member Ad Hoc Committee. He explained that the number one priority is preservation of the historic aspect of the site, in particular the fishing and maritime heritage. He said that the group recommends the hiring of a preservationist to review and inventory the items in the netshed and house. He continued with an overview of the recommendations.

The primary focus is the historic heritage of the property, especially the netshed, which they recommend to be retained as a living heritage exhibit. The committee suggests that the house become a living museum with other compatible uses.

The second focus is preserving the view corridors and public access to the water. The recommendation is to leave the north, grassy area without permanent structures except benches or trails, and to enhance public access to the beach.

The third area of focus is to allow low-impact public use for Gig Harbor citizens, and the committee recommends a covered open structure located in the area of the existing garage as a focus for community gatherings and events. They also encourage educational uses on the site and would like to extend an invitation to the fishermen to use the site for net mending and other uses.

The final recommendation is to encourage the city to establish a portal between the water and land in the form of a short-term stay maritime pier on the south end of the site.

Mr. Glein said that several community resources have offered to assist with this site. The Historical Society has offered to help with the inventory, the collection plan and the policies related to preservation of the site. The two Gig Harbor Rotary Clubs have offered to design and build a compatible open pavilion, and the Maritime Pier Committee has offered design assistance for a pier. He said that many members of the Ad Hoc Committee have voiced a desire to continue to offer assistance to the Council in planning for the site. He passed out a schematic of the site that had been developed by the Maritime Pier Committee highlighting many of the recommendations from the Ad Hoc Committee and illustrating a pier.

3. Maritime Pier Committee Recommendation. Guy Hoppen, Co-chair of the Maritime Pier Committee, explained that the proposed pier at the Skansie property would create a public portal from the Sound to the city not enjoyed for over 50 years. He said a pier could help to create a vital and diverse public space with links to our maritime heritage, as well as providing water access for the community. He addressed questions about the project, explaining that this design was modeled after a facility in Sitka, Alaska. He described the design, adding that the floating pier is particularly suited for recreational uses.

Mr. Hoppen continued to discuss ALEA grant possibilities, explaining that this project is suitable for such a grant. He said that the process to apply should begin in December.

Jack Bujacich – 3607 Ross Avenue. Mr. Bujacich said that as a member of the Maritime Pier Committee, he would like to address the question about the drawbacks of placing a pier at this site. He emphasized that there are no drawbacks, and that this facility suits everyone. He said that for 50 years there has been a desire for a pier to load and unload the fishing boats. He added that the greatest advantage is that the fishermen would be away during the summer months when the peak pedestrian activity would occur. When the fishermen return, people could come and watch the boats load and unload, and watch the fishermen repair their nets. He urged Council's support for moving forward with this recommendation.

Linda Gair – Member of the Ad Hoc Committee and President of the Downtown Waterfront Business Owners Assoc. Ms. Gair thanked Council for purchasing this "gem" for the harbor. She expressed her pleasure at working with the committee,

stressing the dedication and talent of the members, and the high level of interest in staying involved.

Ms. Gair said that she was adamant about placing signage on the property as soon as possible prohibiting dogs. She added that that she is looking forward to this property being a very public usable piece of property that will help to revitalize the downtown area. She explained that in the beginning she didn't favor the placement of a pier at this site, but after working with the Maritime Pier Committee and seeing the drawing, she realized what a wonderful asset this would be for all. She again asked that council allow the committee to continue work with the planning for the site.

Joe Hoots 2602 64th St. NW. Mr. Hoots stated that Gig Harbor is the greatest place in the world with a wonderful heritage and that it is up to us to enhance, take care and pass along this heritage to those who follow. He said that he trusts the committee who made the presentation, and believes that Pete and Antone Skansie would approve of these recommendations. He said that this, along with so many other things in Gig Harbor, are precious and should be passed on.

Dave Morris – 6018 106th Ave NW. Mr. Morris complimented Council on acquiring the property. He said that this is a marvelous plan. He suggested that during the permitting process for the permit, to be sure to put the pier out as far as would ever be needed, as it is very difficult to go back later and ask for an extension.

Don McCarty – 6922 Soundview Drive. Mr. McCarty thanked the Gig Harbor city government for taking the steps to preserve the past. He said that he was pleased that at last the city has been able to overcome the difficulties of obtaining a nice piece of property in the downtown area. He said that he is 100% behind the committee and the fishermen. He said it was one of his goals years ago to do something about a pier, and if it is possible to work it in with the preservation of the property, he would be supportive.

Lee Makovich – Gig Harbor. Mr. Makovich said he practically grew up on the Skansie Property. He said that the brothers were reluctant to part with the property, but after seeing the proposed drawing, he knows that they would be very pleased.

Mayor Wilbert recognized John McMillan for the drawing of the site used as an illustration.

MOTION: Move we take information from the Committee and develop the necessary documents to be brought back to us by the next meeting.
Ruffo /

Mark Hoppen explained that the grant process requires application by December, and there was time to allow staff to cost out the project through the grant process. He said that this could be addressed at the Council Retreat to plan for the budget and to begin the development of the grant. He said that it would be appropriate to come back with a

resolution for formation of a committee to work toward the development and presentation of the grant application. Councilmember Ruffo offered to modify his motion.

Councilmember Ekberg asked about the restoration of the netshed and the house, and if grants could be sought for this purpose. Mr. Hoppen said that there may be historical grants for restoration of the netshed and the house. He gave a background of the ALEA Grant for aquatic uses, which will be the focus of the effort to obtain a competitive grant for a pier. Councilmember Ekberg stressed that an active effort should be made to obtain funding to restore the existing structures. Mr. Hoppen recommended that this become a subject for the retreat.

MODIFIED MOTION: Move to direct staff to draft a resolution for presentation at the next meeting.
Ruffo / Young – unanimously approved.

4. NPDES Permit Water Quality Studies - Consultant Services Agreement. John Vodopich explained that the Department of Ecology has added several sampling requirements in order to renew the permit. He said that this additional sampling would cost the city more than what had been allocated in the 2003 Budget and requested approval of the contract with Cosmopolitan for the annual water quality monitoring requirements.

MOTION: Move to authorization of the contract with Cosmopolitan Engineering Group in an amount not to exceed Thirty-four Thousand, Eight Hundred Dollars (\$34,800.00).
Young / Ruffo – unanimously approved.

STAFF REPORTS:

1. GHPD – April Stats. No verbal report given.

2. Dept. of Community Development – Harborview Street End Viewpoint. John Vodopich explained that a budgeted objective of the Parks 2003 Budget was the design and construction of the improvements to the Harborview Drive Street End Viewpoint. He said that Dave Brereton had been working with the residents to finalize a design. He asked for direction from Council to proceed with the improvements as identified in the plan. Dave Brereton answered questions regarding the project.

Mayor Wilbert suggested that this plan be presented to the neighbors one more time, and for staff to bring back a plan that addresses an entire streetscape. Mark Hoppen asked Bruce Rogers to address these concerns.

Bruce Rogers – 2804 Harborview. Mr. Rogers explained that the process started with an invitation to the whole neighborhood to meet after Council budgeted \$25,000 to make improvements to the street end. He said that they met twice and looked at the

entire street, and decided to divide the improvements into three distinct sections. He said that the recommendation tonight is the result of the two meetings and represents a consensus of the neighbors who are interested in improving this area. He said that there were a few dissenting votes, which were noted in the minutes of the meetings that were given to Dave Brereton.

Councilmembers agreed that this had been an on-going process and this final design had been presented to and meets the needs and concerns of the neighbors. It was agreed that it was time to move forward with the improvements.

MOTION: Move to accept the design for the Old Ferry Landing Harborview Drive Street End Point.
Young / Ekberg – unanimously approved.

PUBLIC COMMENT:

Jack Bujacich – 3607 Ross Avenue. Mr. Bujacich talked about his concerns about the city's tree ordinance and the requirement to replace any tree removed with three more of a certain type. He gave the background for his concerns and recommended that Council review the ordinance as it seems unfair. He cited the Rush Construction project on Hollycroft as an example.

John Vodopich addressed the Rush Construction project, then recommended a workstudy session to go over the city's landscaping policies.

MOTION: Move to direct staff to schedule a worksession to discuss this issue.
Young / Ekberg – unanimously approved.

COUNCIL COMMENTS / MAYOR'S REPORT:

Councilmember Ruffo asked for a progress report on construction of the restrooms at Donkey Creek Park. John Vodopich explained that the first step is the habitat assessment of the property. Dave Brereton said that the design had been completed and would go before the Design Review Board. Construction should be completed by the end of summer.

Councilmember Young made a motion for reconsideration for the elimination of moorage fees. He said that he had changed his mind when he realized that the issue wasn't just about money, but of staff time.

MOTION: Move to reconsider the moorage fee ordinance and bring it back at the next meeting.
Young / Ruffo – five voted in favor. Councilmembers Franich and Picinich voted no.

Mayor Wilbert passed out a flyer invited everyone to a Safe Families Safe Communities program that is scheduled for Saturday, May 31st at Gig Harbor High School.

EXECUTIVE SESSION: For the purpose of discussing property acquisition per RCW 42.30.110(1)(b).

MOTION: Move to adjourn to Executive Session for approximately fifteen minutes to discuss property acquisition at 9:44 p.m.
Picinich / Ruffo - unanimously approved.

MOTION: Move to return to regular session at 10:00 p.m.
Ruffo / Young - unanimously approved.

ADJOURN:

MOTION: Move to adjourn at 10:00 p.m.
Franich / Picinich - unanimously approved.

CD recorder utilized:
Disc #1 Tracks 1 - 12
Disc #2 Tracks 1 - 17

Gretchen Wilbert, Mayor

City Clerk



Working Together For Clean Air

www.pscleanair.org

Ph 206.343.8800

1.800.552.3565

Fax 206.343.7522

110 Union Street

Suite 500

Seattle, WA 98101-2038

June 2, 2003

Honorable Gretchen Swayze Wilbert
Mayor of Gig Harbor
3510 Grandview Street
Gig Harbor, WA 98335

RECEIVED

JUN - 4 2003

GIG HARBOR

2004 Clean Air Assessment Notice
City of Gig Harbor \$ 3,259

Gretchen

Dear Mayor Wilbert:

EXECUTIVE DIRECTOR
Dennis J. McLerran

This is notification of your 2004 assessment for air quality management in the Puget Sound region. Your assessment supports the Puget Sound Clean Air Agency's efforts to ensure that residents have clean, healthy air to breathe.

BOARD OF DIRECTORS

The assessment for the region for calendar year 2004 equals 43 cents per capita. Your portion of the regional assessment is based on your jurisdiction's assessed valuation and population. The agency's Board of Directors, composed of elected officials, set the assessment level as required by the state Clean Air Act.

TACOMA CITY COUNCIL, CHAIR
Bill Evans

This is not a bill. You will receive the actual invoice in November 2003, with payment due by January 31, 2004.

KING COUNTY
Ron Sims, Executive

The Board kept the assessment the same as last year, in recognition of the economic downturn and budget difficulties faced by local jurisdictions. In addition, staff cuts from 74 to 68 positions have been made permanent, and agency managers and staff continue to control costs, focus on the most valuable programs and eliminate less valuable activities.

SEATTLE
Gregory J. Nickels, Mayor

Your assessment is an investment in the health and well-being of the citizens in your jurisdiction and throughout the region. Please visit our Web site – www.pscleanair.org – to learn more, or call Dennis McLerran, the agency's executive director, at 206.689.4004 or toll-free at 1.800.552.3565, ext. 4004.

KITSAP COUNTY
Jan Angel, Commissioner

BREMERTON
Cary Bozeman, Mayor

PIERCE COUNTY
John Ladenburg, Executive

SNOHOMISH COUNTY
Jeff Sax, Councilman

EVERETT
Frank Anderson, Mayor

MEMBER AT LARGE
Janet Chatupnik

Sincerely,

Bill

Bill Evans
Chair, Board of Directors

cc: David Rodenbach, Finance Director



"THE MARITIME CITY"

3510 GRANDVIEW STREET
GIG HARBOR, WASHINGTON 98335
(253) 851-8136 • WWW.CITYOFGIGHARBOR.NET

TO: MAYOR WILBERT AND CITY COUNCIL
FROM: MARK HOPPEN, CITY ADMINISTRATOR *MH*
**SUBJECT: 2003 RENEWAL - PIERCE COUNTY EMS & NEIGHBORHOOD
EMERGENCY PROGRAMS (PCNET)**
DATE: JUNE 6, 2003

INFORMATION/BACKGROUND

Since 1997, the city has agreed to pay Pierce County on a per capita for emergency services under Chapter 38.52 RCW. This arrangement satisfied the city's statutorily recommended obligation for emergency management services within the jurisdiction. The county's ability to make claim for additional compensation, subsequent to an emergency, exists regardless of renewal of this agreement. In addition, Pierce County has been organizing several city neighborhoods for preparedness. To date, the Millville Neighborhood fully trained and is in its second year of follow-up training. Other neighborhoods that are in the process include the Franklin Avenue neighborhood, Greyhawk neighborhood, and Councilmember Ruffo's neighborhood. The process to train the Finholm Marketplace neighborhood begins this summer.

FISCAL CONSIDERATIONS

This agreement is a renewal at the same rate as last year and is identified in the 2003 City Budget.

RECOMMENDATION

Staff recommends approval of the renewal agreement for 2003.



Pierce County

Department of Emergency Management

Administrative Program Division
901 Tacoma Avenue South, Suite 300
Tacoma, Washington 98402
(253) 798-3613 • FAX (253) 798-3307

RECEIVED

JUN - 2 2003

CITY OF GIG HARBOR

STEVEN C. BAILEY
Director

ELLIE ROBERTSON
Program Manager

May 30, 2003

Mark Hoppen
City of Gig Harbor
3105 Judson St.
Gig Harbor, WA 98335

Dear Mark,

Enclosed are three sets of the amendment between the City of Gig Harbor and Pierce County Department of Emergency Management. This amendment covers Pierce County Neighborhood Emergency Programs (PCNET) in Gig Harbor for 2003 per Jody Woodcock.

Please have all appropriate city officials sign. Please keep one set for your temporary records and return two (2) signed sets to me for the County signatures. I will return your original upon completion with the contract invoice.

Sincerely yours,

Ellie Robertson
Fiscal Services Manager
Pierce County Dept of Emergency Management
(253) 798-3613

Encl.



AMENDMENT TO AGREEMENT FOR EMERGENCY MANAGEMENT

The "Agreement for Emergency Management" signed in 2000 by Pierce County and the City of Gig Harbor is hereby amended to include a new "Attachment A" which includes the addition of the establishment of neighborhood emergency preparedness program for the year 2003.

This agreement continues in its entirety with the exception of the new "Attachment A" and with the exception of Paragraph 5 as follows:

5. Compensation. City shall pay County upon execution of this agreement the sum of \$0.63 per capita per year for all services rendered under the terms of this agreement, using population figures from the "Population Trends for Washington State" publication of the State Office of Financial Management. Payment is due and payable on January 31, 2000, and on the same schedule for subsequent years of the contract. Annual increases for subsequent years shall be based upon the growth in the previous year January to December Consumer Price Index for Seattle urban area as available, and based upon population growth of preceding year according to state Office of Financial Management as available, and/or based upon modifications in the annual work plan as agreed upon by the parties. Pierce County shall perform all services required by its Emergency Management Plan and/or Chapter 38.52 RCW, and Attachment "A" Emergency Management Work Plan. Nothing herein shall prevent County from making a claim for additional compensation in the event of an actual emergency or disaster as authorized by Chapter 38.52 RCW. The County's unilateral decision to change its Emergency Management Plan to increase the services provided by the County to the City under this interlocal agreement shall not result in an increase in the annual payment made by the City to the County as described in this Section, unless the same is incorporated into an amendment to this Agreement, and executed by the authorized representatives of both parties. City shall pay County upon execution of this amendment the additional one time sum of \$20,000 for Item 10, Attachment "A" for 2003.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be duly executed, such parties acting by their representatives being thereunto duly authorized. Dated this ____ day of _____, 2003.

PIERCE COUNTY


CITY OF GIG HARBOR

By _____ Date _____
Steven C. Bailey
Director of Emergency Management

By _____ Date _____
Gretchen A. Wilbert
City of Gig Harbor Mayor

Attest:

By _____ Date _____
Prosecuting Attorney (as to form only)

By  Date 6/3/03
Mark E. Hoppert
City Administrator

By _____ Date _____
Patrick Kenney
Director of Budget and Finance

By _____ Date _____
Carol Morris
City Attorney

ATTACHMENT "A"

City of Gig Harbor

2000 - 2004 Emergency Management Work Plan

1. Provide full 24 hour a day Duty Office coverage for Emergency Management issues.
2. Activate and manage the County Emergency Operations Center (EOC) in support of an EOC activation, or the declaration of an emergency in either City, or in support of any emergency incident that requires multi-agency response coordination.
3. Provide warning and emergency public information during disasters as resources allow.
4. Provide communication and general administrative assistance in the event of declared disaster to the extent of the County's knowledge. The County shall remain harmless of the results from City's application of federal funding.
5. Provide availability of County's emergency resources not required for County use elsewhere during emergencies. Use shall be determined and prioritized by the County. The County shall remain harmless in the event of non-availability or non-performance of the equipment. Equipment to include but not limited to the sandbag machine.
6. Provide annual hazard exercise.
7. Provide three (3) public education presentations on emergency preparedness issues.
8. Provide training for City's EOC staff as appropriate.
9. Provide education program for officials as necessary.
10. Assist in the establishment of neighborhood emergency preparedness programs, designed to enable neighborhoods to be self-sufficient for a minimum of three days following a major disaster. Four neighborhood programs total during the year 2003 only.



"THE MARITIME CITY"

3510 GRANDVIEW STREET
GIG HARBOR, WASHINGTON 98335
(253) 851-8136 • WWW.CITYORGIGHARBOR.NET

TO: MAYOR WILBERT AND CITY COUNCIL
FROM: MARK HOPPEN, CITY ADMINISTRATOR
SUBJECT: UPDATE OF PERSONNEL REGULATIONS
DATE: MAY 20, 2003

INTRODUCTION/BACKGROUND

These proposed alterations of the city's personnel regulations adjust the city personnel policy manual to improve intra-organizational communication and work process.

POLICY CONSIDERATIONS

The inclusion of these few minor policy adjustments in the manual is a house-keeping matter. The revised *2002 City of Gig Harbor Personnel Regulations* will be produced and distributed to all employees. All employees sign for receipt of the manual. The regulations were last updated and distributed in the year 2002.

Summary of all changes to the Personnel Regulations:

Elimination of the term "department *manager*" throughout the document, as well as other minor housekeeping and grammar corrections.

EMPLOYMENT

X. Use of City Vehicles

.... An employee must be eighteen years or older to drive a city vehicle.
Smoking is prohibited in city-owned vehicles. [This is already policy generally.]

PERFORMANCE – PAY SYSTEM

D. Pay Period

~~Employees shall be paid on the last working day of the month,~~ Employees shall be paid on the 5th and 20th of the month or the closest working day or as authorized by the Mayor or the City Administrator. [This reflects current contractual practices.]

EMPLOYEE BENEFITS

A. Holidays

...
Floating Holiday = 2 [Per guild contact.]

C. Sick Leave

An employee who cannot report to work for any of the aforementioned reasons shall report the reason(s) to his/her immediate supervisor ~~one hour prior to the start of work.~~ by 8:30 a.m. of the initial day of sick leave to provide the reason(s) for the leave and to arrange a common understanding for the period of absence. [This is the actual practice.]

J. Compensatory Leave

Compensatory time off equivalent to the overtime hours worked in lieu of overtime pay may be arranged by mutual agreement between the city and the employee. ~~Accrued compensatory leave shall be taken within ninety days from the date earned.~~ [This seems like something that would be protective, but in fact is a policy that is no longer functional because only two employees out of the entire organization would be subject to it. All other employees who utilize comp time (all but two), as defined by employment contract, are limited to a bank of 80 comp hours, and this practice has proven to be functional and without risk to the organization.]

T. Shared Leave

The entire Shared Leave section has been replaced. [Per the resolution adopted by Council on January 13, 2003.]

RECOMMENDATION

Staff recommends a motion to approve the *City of Gig Harbor Personnel Regulations 2003* manual.



'THE MARITIME CITY'

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GIG HARBOR, WASHINGTON 98335
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TO: MAYOR WILBERT AND CITY COUNCIL
FROM: MARK HOPPEN, CITY ADMINISTRATOR *MHA*
SUBJECT: JOB DESCRIPTION UPDATE
DATE: MAY 20, 2003

INFORMATION/BACKGROUND

Attached are job descriptions for positions budgeted and approved in the *City of Gig Harbor 2003 Annual Budget*. These job descriptions are a management convenience and are adopted for inclusion in city job descriptions by simple motion.

RECOMMENDATION

Staff recommends that the City Council motion to approve the attached job descriptions for inclusion in the *City of Gig Harbor Job Descriptions 2003*.



"THE MARITIME CITY"

3510 GRANDVIEW STREET
GIG HARBOR, WASHINGTON 98335
(253) 851-8136 • WWW.CITYOFGIGHARBOR.NET

TO: MAYOR WILBERT AND CITY COUNCIL
FROM: MARK HOPPEN, CITY ADMINISTRATOR *MWA*
SUBJECT: SECOND READING OF ORDINANCE – MOORAGE FEES
DATE: June 6, 2003

INFORMATION/BACKGROUND

Carol Morris recently proposed that the City eliminate moorage fees at the City dock, in order to ensure that the City does not lose its immunity under the recreational immunity statute, RCW 4.24.210. In the agenda bill to the City Council, Carol mentioned that the City Attorney, not AWC (the City's insurance pool), recommended that the moorage fees be eliminated. At the Council Meeting before last, Councilmember Franich proposed that the Council table action on the ordinance so that a representative from AWC would have the opportunity to visit the City's dock, and reiterate that AWC is not recommending that the City eliminate the moorage fees.

The motion to adopt this ordinance at its second reading failed to obtain the necessary votes. At the Council meeting of May 27th, Councilmember Young made a motion to bring this ordinance back for reconsideration.

POLICY CONSIDERATIONS

What follows is Carol's rationale for her recommendation that the moorage fees be eliminated:

***Plano v. Renton*, 103 Wn.App. 910, 14 P.3d 871 (2000). In this case, a boat owner who was illegally using the dock slipped and fell on the ramp leading to the moorage dock at the City park. The Court of Appeals held that because the City charged a moorage fee, it was not entitled to immunity under RCW 4.24.210.**

Carol called the Renton City Attorney (Larry Warren at 425-255-8678) and the Renton Risk Manager (Mike Webbe at 425-430-7656) to obtain more information about this case. Here is what she learned. The City of Renton has spent more than \$268,000 on attorneys' fees in this case, but believes that the case will soon be settling. At this point, Renton has been to the Court of Appeals twice, but still has not had a trial – the fees were run up on motions prior to trial. Prior to this case, Renton annually received about \$40,000 in moorage fees. When asked whether they still collect moorage fees, the City Attorney and Risk Manager both said "No." The reason: *Plano v. Renton*. At the time of the lawsuit, Renton had private insurance with a large deductible and had to

pay many fees from the its General Fund. Currently, Renton has signed on to an insurance pool, so it did not experience an increase in its pool insurance premium as a result of this case.

Carol's point in drafting this ordinance and bringing it before the City Council was so that the Council could make a considered choice between collection of up to \$14,000 per year, exposure to an expensive lawsuit, expenditures of staff time and an unknown increase in insurance premiums, *or* to forego the \$14,000 per year and obtain an inexpensive dismissal from a potentially expensive lawsuit based on immunity. Carol did not want the City to be sued, and then have the Council go to her later and ask why she did not inform Council members that there was a quick, simple and inexpensive way to avoid the risks of trial on these types of cases.

FINANCIAL CONSIDERATIONS

Dave Rodenbach states that Gig Harbor's moorage fees are between \$10,000 and \$14,000. He states that unless the City raises the fees, the City is unlikely collect more than \$14,000 per year on these fees.

It is likely that if the City were to be sued for a slip and fall at the dock, AWC would provide coverage for the lawsuit. Since AWC is a pool, an individual incident may not increase the city's premiums significantly in any one year. Risk is distributed through the entire pool. Moreover, in a given year, factors in the reinsurance market might have more effect on premiums than an incident. For instance, we might have an incident and associated costs and the city's insurance premium the next year might go down! Can premiums go up consequent to a judgment or series of judgments? Of course. Can we clearly ascertain this risk or quantify it? No.

Council is faced with a choice between ***charging moorage fees (either the status quo or changing the fee)*** with the probability of future loss of staff time-on-task and unpredictable future increases in premiums and ***not charging moorage fees*** and providing risk managers and their attorneys with a realistic tool to potentially mitigate the costs of a future lawsuit. On one hand, AWC risk managers are not currently willing to recommend controls over moorage fee collection at city docks, a normal city practice that has not resulted in operational changes to the insurance pool in the past. On the other hand, Renton v. Plano caused Renton to discontinue moorage fees, a practice Renton is committed to even though Renton now belongs to pool insurance coverage. AWC agrees that claimant attorneys will no doubt use this case as future precedent. The conservative course is to not charge the moorage fees. A riskier but currently insurable course is to continue our current practice.

RECOMMENDATION

I proactively recommend, like the City Attorney, that the city no longer charge moorage fees at the city dock and this ordinance be adopted at this reading.

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, ELIMINATING THE MOORAGE FEES FOR THE CITY DOCK, REPEALING GIG HARBOR MUNICIPAL CODE SECTIONS 3.28.010 AND 3.28.020.

WHEREAS, the City of Gig Harbor owns and operates a public dock facility, and charges moorage fees for such use; and

WHEREAS, the moorage fee for use of the public dock is extremely low (\$0.25 per foot per night); and

WHEREAS, the City has immunity from liability for unintentional injuries to the public using the City's public dock for purposes of outdoor recreation, as long as the City does not charge a fee of any kind (RCW 4.24.210); and

WHEREAS, the Washington courts have recently determined that this immunity from liability does not apply to a public dock if the municipality charges a moorage fee to the public; and

WHEREAS, the City Council believes that the immunity provided by RCW 4.24.210 outweighs the small amount of money collected by the City through moorage fees imposed in GHMC Section 3.28.010; and

WHEREAS, the City Council acknowledges that if the moorage fees are eliminated in GHMC Section 3.28.010, there is no need for GHMC Section 3.28.020, which describes the penalty for failure to pay the moorage fee at the public dock; Now, Therefore,

THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON,
ORDAINS AS FOLLOWS:

Section 1. Section 3.28.010 of the Gig Harbor Municipal Code is hereby repealed.

Section 2. Section 3.28.020 of the Gig Harbor Municipal Code is hereby repealed.

Section 3. Effective Date. This Ordinance shall take effect and be in full force five (5) days after passage and publication of an approved summary consisting of the title.

PASSED by the City Council and approved by the Mayor of the City of Gig Harbor this ___ day of _____, 2003.

CITY OF GIG HARBOR

GRETCHEN WILBERT, MAYOR

ATTEST/AUTHENTICATED:

By: _____
MOLLY TOWSLEE, City Clerk

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY

By: _____
CAROL A. MORRIS

FILED WITH THE CITY CLERK: .
PASSED BY THE CITY COUNCIL: _
PUBLISHED: .
EFFECTIVE DATE: .
ORDINANCE NO:



"THE MARITIME CITY"

COMMUNITY DEVELOPMENT DEPARTMENT
3510 GRANDVIEW STREET
GIG HARBOR, WASHINGTON 98335
(253) 851-6170 • WWW.CITYOFGIGHARBOR.NET

TO: MAYOR WILBERT AND CITY COUNCILMEMBER'S
FROM: JOHN P. VODOPICH, AICP
COMMUNITY DEVELOPMENT DIRECTOR
SUBJECT: REQUESTED AMENDMENTS TO THE PIERCE COUNTY
COMPREHENSIVE PLAN
DATE: JUNE 9, 2003

INTRODUCTION/BACKGROUND

In January 2003, the City received notice from the Pierce County Council that they had received six (6) applications from individuals requesting amendments to the County Comprehensive Plan affecting properties adjacent to and within our Urban Growth Area (UGA). At the February 10, 2003 meeting, the City Council reviewed these applications and submitted a letter responding to the County Council on February 11, 2003 (enclosed).

After consideration of the applications, Pierce County decided to review applications T-18, Tacoma Narrows Airport; M-9, City of Tacoma; U-11, Watland; U-12, Miller; and U-13, Roby/Campen. The City Council has previously considered and recommended approval of the Watland (U-11) and Miller (U-12) requests.

It is appropriate for the City Council to review comment on all of the applications now under consideration by the County. I have enclosed a copy of the background materials on each of these applications provided by Pierce County.

I have drafted a response to the Pierce County for your review and consideration.

POLICY CONSIDERATIONS

The policy implications of these requests have not been fully assessed. If approved, various City Comprehensive Plans would need to be amended (i.e. Land Use Comprehensive Plan, Transportation Plan, Wastewater Plan, etc.).

FISCAL IMPACTS

Fiscal impacts associated with these requests would be minimal until such a time as these areas requested annexation to the City.

RECOMMENDATION

I recommend that Council submit the attached letter to the Pierce County in response to these requested comprehensive plan amendments.



"THE MARITIME CITY"

June 9, 2003

COMMUNITY DEVELOPMENT DEPARTMENT

3510 GRANDVIEW STREET

GIG HARBOR, WASHINGTON 98335

(253) 851-6170 • WWW.CITYOFGIGHARBOR.NET

Pierce County
Planning and Land Services
ATTN: C.E. "Chip" Vincent
2401 South 35th Street
Tacoma, WA 98409-7460

DRAFT FOR COUNCIL CONSIDERATION

Dear Mr. Vincent:

This letter is in response to your request that the City comment on the proposed amendments to the County Comprehensive Plan affecting properties adjacent to and within our Urban Growth Area. The City appreciates Pierce County's willingness to solicit our input prior to taking action.

The City Council considered these requests at the June 9, 2003 City Council meeting and offers the following comments for your consideration:

- **T-18, Tacoma Narrows Airport & M-9, City of Tacoma** – The City is extremely concerned that these amendments not be used as future justification to expand the capability of the Tacoma Narrows Airport to accommodate larger aircraft. The City has previously provided comment on the proposed Tacoma Narrows Airport Runway Safety Project and supports the improvement of general aviation safety at the Tacoma Narrows Airport. It has been noted that the runway safety project will not include any paving or extension of the existing runway or taxiway north of Stone Road. Nonetheless, we are concerned that these safety related improvements not be constructed in such a manner that would justify the future extension of the runway or taxiway north of Stone Road. Any such future proposals to extend the length of either the runway or taxiway north of Stone Road will be strenuously opposed by the City of Gig Harbor.
- **U-11, Watland** - As part of the process to update the Gig Harbor Peninsula Community Plan, the City previously recommended that this area be added to the Urban Growth Area. It is our understanding that this property is not within the Federal Aviation Administration (FAA) Clear Zone for the Tacoma Narrows Airport and therefore should not be excluded from consideration due to aviation related concerns. The City recommends that this request be granted.
- **U-12, Miller & U-13, Roby & Campen** – The City recommends that these applications be treated in a similar manner. Approval or denial of one application but not the other, as recommended by Pierce County staff (May 28, 2003 Draft Staff Report) would create an irregular Urban Growth Area boundary.

Thank you again for the opportunity to review and comment on these applications. If you have any questions or comments regarding the City of Gig Harbors position on these applications, please do not hesitate to contact Mr. John Vodopich, Community Development Director. Mr. Vodopich can be reached by telephone at (253) 851-6170 or by E-mail at vodopichj@cityofgigharbor.net.

Sincerely,

Gretchen A. Wilbert
Mayor



COMMUNITY DEVELOPMENT DEPARTMENT
3510 GRANDVIEW STREET
GIG HARBOR, WASHINGTON 98335
(253) 851-6170 • WWW.CITYOFGIGHARBOR.NET

February 11, 2003

Pierce County
Office of the County Council
ATTN: Anna S. Graham
930 Tacoma Avenue South, Room 1046
Tacoma, WA 98402-2176

Dear Ms. Graham:

This letter is in response to your January 14, 2003 correspondence requesting that the City comment on the six (6) applications received from individuals requesting amendments to the County Comprehensive Plan affecting properties adjacent to and within our Urban Growth Area. The City appreciates Pierce County's willingness to solicit our input prior to taking action.

Regrettably, the City has no formalized process for considering proposals such as these. We anticipate that such a process could be developed and implemented by mid 2003. However, this does not fit with your proposed timeline. Nonetheless, the City Council did consider these requests at the February 10, 2003 City Council meeting and offers the following comments for your consideration:

- Public notification of these applications is essential. The City has heard many comments that County residents did not realize that their property was under consideration for re-designation in the Gig Harbor Peninsula Community Plan. Direct mailing to the property owners within these areas to inform them of these requests should be done by Pierce County.
- **PA-31, Root** - The City has designated property in this vicinity as mixed use and employment center. The requested designation of neighborhood center is much more intensive than the current pre-annexation zoning of this property as Residential and Business (RB-2). The request is inconsistent with the City pre-annexation zoning of this property. The City recommends that this request not be approved;
- **PA-10, Watland** - As part of the process to update the Gig Harbor Peninsula Community Plan, the City previously recommended that this area be added to the Urban Growth Area. While the southern half of the property appears to be constrained by wetlands, the northern portion appears to be developable. The City recommends that this request be granted;
- **PA-13, Chidester** - As part of the process to update the Gig Harbor Peninsula Community Plan, the City previously recommend that this area be removed from the Urban Growth Area due to the presence of wetlands. The City recommends that this request not be approved;
- **PA-18, Miller** - The City recommends that this request be approved;
- **PA-38, Godulas** - Withdrawn by the applicant.

- **PA-44, Fisher & Leaby** - As part of the process to update the Gig Harbor Peninsula Community Plan, the City previously considered and opposed a similar request for property located to the north (Cyr/Paulson). The City recommends that this request not be approved.

Thank you again for the opportunity to review and comment on these applications. If you have any questions or comments regarding the City of Gig Harbors position on these applications, please do not hesitate to contact Mr. John Vodopich, Community Development Director. Mr. Vodopich can be reached by telephone at (253) 851-6170 or by E-mail at vodopichj@cityofgigharbor.net.

Sincerely,



Gretchen A. Wilbert

Mayor



Pierce County

Department of Planning and Land Services

2401 South 35th Street
Tacoma, Washington 98409-7460
(253) 798-7210 • FAX (253) 798-3680

March 18, 2003

CHUCK KLEEBERG
Director

RECEIVED
CITY OF GIG HARBOR
MAR 24 2003
COMMUNITY
DEVELOPMENT

Mayor Gretchen Wilbert
City of Gig Harbor
3510 Grandview
Gig Harbor, WA 98335

Dear Mayor Wilbert:

RE: Proposed Area-Wide Map Amendments and Urban Growth Area Amendments

Pierce County is in the process of reviewing proposed amendments to the County's Comprehensive Plan and we would appreciate any comments you may have. Amendments under consideration include Area-Wide Map Amendments, Urban Growth Area Amendments, Text Amendments, and Capital Facilities Amendments. We are transmitting information about all Area-Wide Map Amendments and Urban Growth Area Amendments. If approved, all Area-Wide Map Amendments and Urban Growth Area Amendments will result in the rezoning of affected properties.

Decisions on the proposed Amendments will be made using the following process:

- An integrated staff report and Draft Supplemental Environmental Impact Statement which evaluates the proposed amendment will be issued in May 2003;
- The Pierce County Planning Commission will begin hearings on proposed amendments on April 30, 2003, and forward recommendations to the County Council in July 2003; and
- The Pierce County Council will begin hearings on proposed amendments in August 2003, and make final decisions in the fall of 2003.

Enclosed you will find maps of the proposed Area-Wide Map Amendments and Urban Growth Area Amendments located within or adjacent to your Urban Growth Area (UGA). We have also provided a description of all the amendments being considered. Amendments in your UGA include:

- T-18, Tacoma Narrows Airport
- M-9, City of Tacoma
- U-11, Watland
- U-12, Miller
- U-13, Roby & Campen



Mayor Gretchen Wilbert
City of Gig Harbor
March 18, 2003
Page 2

On April 30, 2003, the Planning Commission will begin Public Hearings regarding Plan Amendments. The Planning Commission schedule is enclosed. All scheduled meetings prior to final consideration are on Wednesday evenings at 7:00 p.m., at the Pierce County Annex, 2401 S. 35th St., Tacoma. Additional meetings will be scheduled if needed. You may testify before the Planning Commission when the amendment has been scheduled or you may provide written testimony. To keep updated on the Commission's schedule, please call (253) 798-4305 to hear a recorded message. The recording will be changed after every meeting (at least once per week).

If you have any questions, please call Advance Planning at 798-2785. Please forward any comments to Planning and Land Services, Room 228, 2401 South 35th Street, Tacoma, WA 98409.

Sincerely,



C. E. "CHIP" VINCENT
Principal Planner, Advance Planning

CEV:ME:vll
F:\WPFILES\LONG\2003AMEN\FORMS\NOTE\CITY.GH
Enclosures

→ cc: John Vodopich, Community Development Director
Amendment File

Amendment T-12, Planning and Land Services Department: Community Plans

This amendment amends the Community Plans Element to stipulate that provisions in community plans may be more restrictive, but not less restrictive than in the Comprehensive Plan.

Amendment T-13, Planning and Land Services Department: Village Center in Upper Nisqually Community Plan

This amendment amends the Upper Nisqually Community Plan to change the Village Center designation to provide for employee housing and emergency shelter, and to make technical changes.

Amendment T-14, Planning and Land Services Department: Master Planned Resorts

This amendment adds policies to the Land Use Element to include existing MPRs, and changes the land use designation from Forest Land and Rural 20 to Master Planned Resort at Crystal Mountain resort and the adjacent Gold Hills subdivision.

Amendment T-15, Planning and Land Services Department: Institution Master Overlay

This amendment establishes a new overlay on the Land Use Map, called Institution Master Overlay. This overlay could be placed over universities and other educational sites, and other institutions. It would include areas included in the institution's master plan. As part of this amendment, the overlay would be placed over the area included in the Master Plan for Pacific Lutheran University.

Amendment T-16, Planning and Land Services Department: Title 19 Update

This amendment makes changes to the History and Background portion of Comprehensive Plan (PCC Title 19). This technical amendment is needed to update information from the original 1994 Plan.

Amendment T-17, Planning and Land Services Department: Title 19A Update

This amendment makes changes to the Policies and Maps portion of Comprehensive Plan (PCC Title 19A). This technical amendment is needed to update information from the original 1994 Plan, and to change the name of the Land Use Map.

Amendment T-18, City of Tacoma: Tacoma Narrows Airport

This amendment makes changes to the Comprehensive Plan and Gig Harbor Peninsula Community Plan regarding the Tacoma Narrows Airport, the Essential Public Facility designation, and the associated overlay, and modifies the relationship of Tacoma and the County in permitting for the designation.

F:\WPFILES\LONG\2003\AMEN\FORMS\LIST.TEXT.DOC

Subject: Area-Wide Map Amendment - M-7, Snelson, Richard: High Density Residential District (HRD), Spanaway area, NE corner of 176th Street E. and 22nd Avenue E.

This proposal is to reclassify ten parcels on 11.2 acres from Moderate Density Single Family (MSF) to High Density Residential District (HRD). The HRD designation would permit concentrations of high density residential uses and limited retail and commercial uses. The MSF designation permits a density of two to six dwelling units per acre.

Subject: Area-Wide Map Amendment - M-8, Chantry, Corey & Nadine: Mixed Use District (MUD), Spanaway area, 161st and 162nd Street E., one block east of Pacific Avenue

This proposal is to reclassify 3 parcels on 1.3 acres from High Density Residential District (HRD) to Mixed Use District (MUD). The MUD designation would permit concentrations of commercial, office and multi-family development. The HRD designation permits concentrations of high density residential uses and limited retail and commercial uses.

Subject: Area-Wide Map Amendment - M-9, City of Tacoma: Essential Public Facility - Airport (EPF-A), Gig Harbor area, Tacoma Narrows Airport

This proposal is to reclassify two parcels on 567 acres from Rural Airport (RA) to a new designation, Essential Public Facility - Airport (EPF-A). The EPF-A designation would permit uses consistent with airport functions. The proposal would also reclassify all property surrounding the airport that contains the Rural Airport Overlay (RAO) to a new overlay, Airport Area of Influence (AAI). Currently, the RAO designation places restrictions on the use of land, to protect the airport from neighboring land uses that are incompatible with aviation activities, and to provide buffering between uses. The proposed map amendment would change the names used to describe the designation at the airport and the overlay classification adjacent to the City owned lands.

Subject: Area-Wide Map Amendment - M-10, Pierce County Council: Technical Amendment to reclassify properties defined as technical map amendments.

This proposal is a technical amendment to reclassify and rezone properties defined as technical map amendments: corrections of cartographic and clerical errors, addressing annexations and incorporations, and requests for agricultural conversions where the property no longer meets the definition of agriculture pursuant to PCC 19A.30.070 A. and is being reclassified to the surrounding rural designation. This includes proposed agricultural conversions by Dunning, Rozgowski, and The Buttes, plus others to be identified.

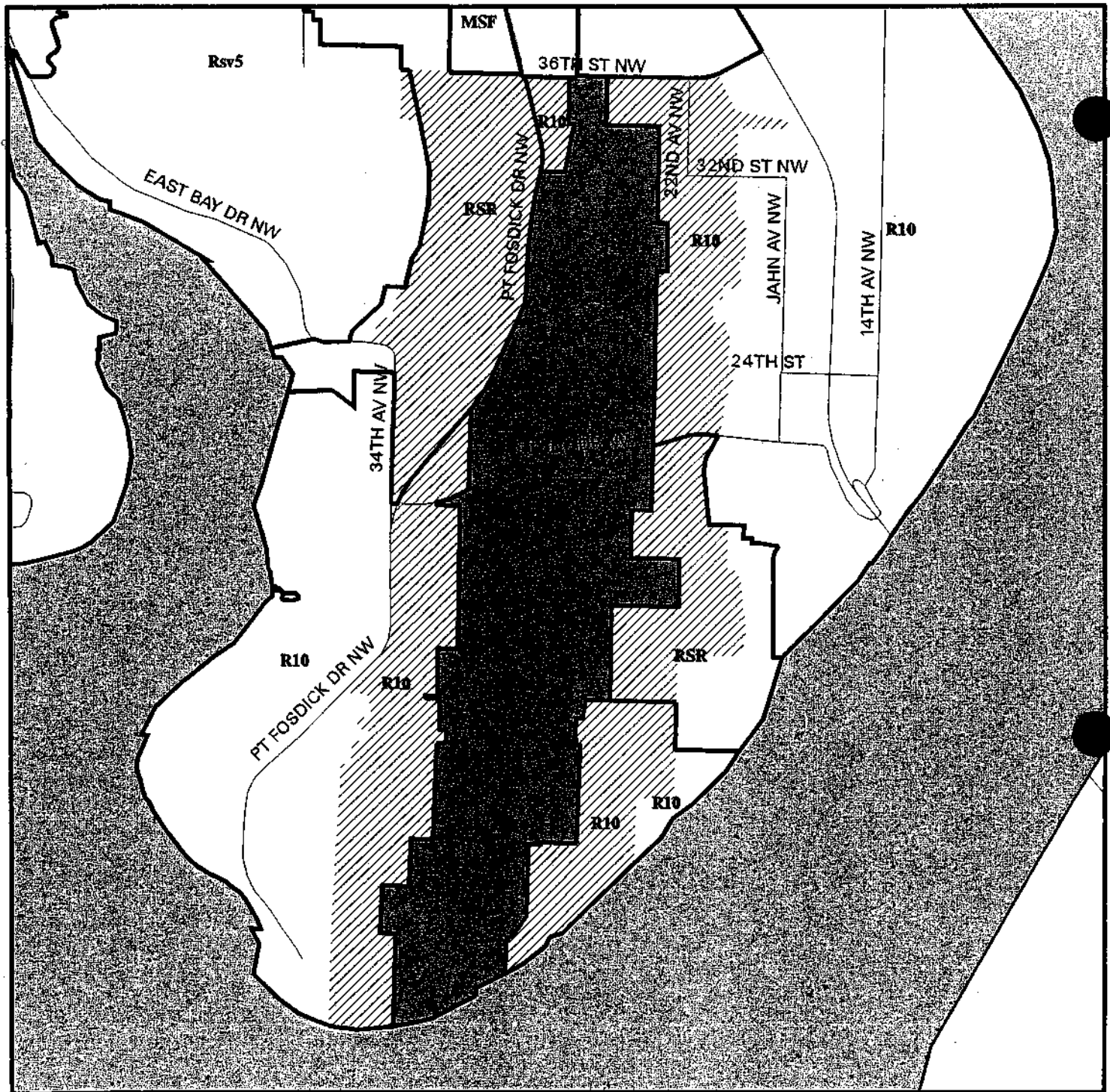
URBAN GROWTH AREA AMENDMENTS

Subject: Urban Growth Area Amendment - U-1, Planning and Land Services Department: Urban Service Area (USA) boundary between the cities of Fife and Milton

This proposal is to adjust Urban Service Area (USA) boundaries to resolve an overlap between the Fife and Milton USAs. The amendment reflects an administrative interpretation issued by the Planning and Land Services Director on April 4, 2002.

Subject: Urban Growth Area Amendment - U-2, City of Puyallup: Moderate Density Single Family (MSF) and Employment Center (EC)

This proposal is to add 186 acres to the City of Puyallup's Urban Service Area (USA) and to remove 17.8 acres from its USA, to avoid having the USA boundary split parcels, and to include properties within the City's USA that obtain their access only through the current USA and/or City limits, and to remove some properties from the City's USA, as they are only accessible via roads that lie outside the current USA. The proposal would also result in minor changes to the Comprehensive Urban Growth Area. The proposal is at three locations: along the southeast border of the City's USA; along the east border of the City's USA at Pioneer Way E.; and west of the City and USA between Pioneer Way and Clark's Creek. If approved, the affected parcels would be designated MSF, except for parcels along Pioneer Way, which would be designated EC. The MSF designation would permit single-family and two-family residential uses at a density of two to six dwelling units per acre. The EC designation would permit a concentration of office parks, corporate office campuses, manufacturing, assembly, warehousing and other industrial development.



2003 PROPOSED AREA-WIDE MAP AMENDMENT

Amendment #M-9 Tacoma Narrows Airport

Initiated by City of Tacoma



Reclassify from RA to Essential Public Facility- Airport (EPFA)



Overlay of 'Airport Area of Interest' (AAOIO)

Department of Planning & Land Services
March 7, 2003

Scale = 1:24,000



Pierce County
Geographic Information System



Pierce County

Department of Planning and Land Services

CHUCK KLEEBERG
Director

2401 South 35th Street
Tacoma, Washington 98409-7460
(253) 798-7210 • FAX (253) 798-3680

May 28, 2003

REVISED DRAFT STAFF REPORT

TO: Pierce County Planning Commission

FROM: C.E. "Chip" Vincent, Principal Planner, Planning & Land Services Department

**SUBJECT: URBAN GROWTH AREA AMENDMENT U-11
WATLAND - GIG HARBOR MSF/SF**

U-11 WATLAND - GIG HARBOR MSF/SF

Initiated by: Pierce County Council, R2003-8s

Applicant: Jay W. Watland

General Description

This proposal is to add 12.6 acres to the City of Gig Harbor's Urban Growth Area. If approved the affected parcel would be changed from the Rural-10 designation to the Moderate Density Single-Family (MSF) designation. The MSF designation would be implemented through the Single Family (SF) zone. The R-10 designation allows agricultural uses and residential uses at a density of one dwelling unit per ten acres with incentives to increase density to 2.5 dwelling units per ten acres. The MSF designation would permit single-family and two-family residential uses at a density up to six dwelling units per acre. The SF zone would limit those MSF uses to single-family residences at a density of three to four dwelling units per acre.

Impact Analysis

Procedures for Amendments to the Comprehensive Plan, PCC 19C.10, requires all amendments to the Plan to be reviewed against nine criteria (PCC 19C.10.060.B.). Those criteria, and staff evaluation, are as follows:

Effect on rate of growth, development, and conversion of land as envisioned in the Plan

The amendment site is currently designated Rural-10 with a Rural Airport Overlay. The Rural-Ten zone is intended to provide for rural land uses at low densities. The Rural Airport Overlay functions as a safety buffer adjacent to the Tacoma Narrows Airport and includes limitations on the use of land. Land uses that are incompatible with airport operations are prohibited within the overlay. The proposed amendment would add additional residential land to the City of Gig Harbor's UGA. The site is located at the intersection of Point Fosdick Drive and 36th Street NW. 36th Street is currently under construction and will serve as an east bound on and off ramp from



Pierce County Planning Commission Draft Staff Report
May 28, 2003
Page 2 of 6

SR-16. Once the connection to SR-16 is completed, traffic is expected to increase in this area. Land uses in the area include the Lighthouse Christian School and the Madrona Links Golf Course. Several moderate density urban residential developments are located directly north of the amendment proposal and the Tacoma Narrows Airport is located south of the proposal. This proposed amendment would result in moderate density residential development on this site, which would be consistent with surrounding land uses.

Effect on the County's capacity to provide adequate public facilities

Pierce County does not provide water or sanitary sewer service within the Gig Harbor Urban Growth Area. This amendment will not impact the County's capacity to provide capital facilities in the area. The State DOT will be constructing transportation improvements in the area associated with the 2nd Narrows Bridge project. The amendment site is located within the Washington water service area. The City of Gig Harbor has included this site in their Capital Facility Plan and intend to provide sewer service to the area.

Effect on the rate of population and employment growth

The proposed MSF designation would be zoned "Single Family" (SF) to correspond with the City of Gig Harbor's R-1 zone. This zone allows a base density of 3 dwelling unit per acre with a maximum density of 4 dwelling units per acre. Assuming 25 percent of the site would be utilized by roads and constrained by critical areas, approximately 38 new homes could be accommodated on the amendment site. At an average of 2.1 persons per household, it is expected that 80 residents could ultimately live on the amendment site. This amendment is not expected to have an effect on employment growth.

Whether Plan objectives are being met as specified or remain valid and desirable

The following policies from the land use element of the Pierce County Comprehensive Plan are relevant to satellite city and town UGA amendments.

19A.30.010 Urban Growth Areas

C. LU-UGA Objective 2. Provide efficient government facilities and services.

1. Contain and direct growth within the designated Comprehensive Urban Growth Area or satellite city and town UGAs where adequate public facilities exist or can be efficiently provided.

This policy from the Pierce County Comprehensive Plan requires that towns direct new growth to their urban growth areas where adequate public facilities and services can be efficiently provided. The City of Gig Harbor has committed to provide adequate public facilities within the proposed UGA.

G. LU-UGA Objective 6. Provide criteria and priorities for the expansion of urban growth areas.

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3. *Expansions of the Urban Growth Area (UGA) of a specific satellite city or town, shall be approved by the County Council through a Comprehensive Plan amendment process as established in Chapter 19C.10 PCC, only if the following criteria are met:*
 - a. *Land capacity within the city or town's UGA is evaluated and the need for additional land capacity is clearly demonstrated.*
 - b. *The housing affordability and density objectives of the applicable city or town Comprehensive Plan have been monitored and evaluated.*
 - c. *Documentation that adequate public facilities and services can be provided within the 20-year planning horizon is provided.*

This policy from the Pierce County Comprehensive Plan requires that three criteria be satisfied prior to expansion of a town's UGA. The most recent information regarding the capacity of the Gig Harbor UGA (based on the Buildable Lands Study) show that additional residential capacity will not be necessary until after the year 2022. The housing affordability objectives of Gig Harbor's plan have not been evaluated at this time. The City of Gig Harbor is planning for adequate densities to satisfy their state mandated population allocation. The City has shown that adequate public facilities can be provided within the 20-year planning horizon.

The following policies from the land use element of the Gig Harbor Peninsula Community Plan are relevant to UGA amendments.

- Objective 1** *Coordination between Pierce County and the City of Gig Harbor. Pierce County shall participate in joint planning and interjurisdictional cooperation with the City of Gig Harbor.*
- Std 1.1.4** *Work with the City of Gig Harbor when developing recommendations for proposed amendments to the Urban Growth Area boundary, comprehensive plan map, and zoning map*
- Std 1.2.5** *Urban Growth Area boundaries, comprehensive land use map designations and implementing zone classifications should coincide with maps adopted by Pierce County and those adopted by the City of Gig Harbor.*
- Std 1.2.6** *A relationship between the County and city land use designations shall exist within the Urban Growth Area. The range of uses and densities should be the same in corresponding zones.*

Pierce County and the City of Gig Harbor as a matter of policy work closely regarding land use planning in the UGA. A significant goal of the Gig Harbor Peninsula Plan is to implement zone classifications within the Gig Harbor UGA consistent with the City's objectives. The City of Gig Harbor provided a letter dated February 11, 2003 that recommends this plan amendment be approved.

- Principle 4.** *Provide a process for Urban Growth Area boundary amendments, area-*

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wide rezones, and annexations that are based on a demonstrated public or community need.

Standards

- 1.4.1 Ensure that sufficient developable lands are available within the Urban Growth Area to provide housing sufficient to meet the current and future needs of the projected population. The Urban Growth Area should be sized to accommodate the population anticipated during a 20-year planning period.*
- 1.4.4 The Urban Growth Area boundary shall not extend beyond the lands classified as Reserve-5 until all those Reserve-5 lands adjoining the UGA boundary are absorbed into the UGA, except when it is determined that there are severe environmental constraints or severe constraints to providing urban level facilities and services in a defined and significant portion(s) of the Reserve-5 designation.*

The proposed amendment is inconsistent with these policies. Pierce County completed the State mandated buildable lands study in 2002. Based on the results of this study, the City of Gig Harbor's UGA had a total population of 6,239 in 2000. The 2022 population allocation requires a total population capacity of 9,450, which results in a need to provide housing for an additional population of 3,211 by 2022. The buildable land report shows that the current capacity within the Gig Harbor UGA is 5,958 today. Based on this analysis, additional residential capacity is not necessary at this time. Finally, the property is designated Rural Ten. The Gig Harbor Peninsula Plan area currently contains approximately 3,600 acres of Reserve-Five designated land. Based on standard 1.4.4, these Reserve-Five properties should be converted for urban growth prior to conversion of Rural-Ten designated land.

Effect on general land values or housing costs

The proposed UGA will add land to the residential land supply surrounding the city. Generally, when land is redesignated from rural to urban, the land value increases commensurate with the increase in development potential. The effect on housing costs typically result in more affordable housing in that the land supply for urban housing is increased at densities that allow for cost effective service delivery. It is estimated that the amendment area could potentially accommodate 38 new dwelling units based upon the availability of public sanitary sewer.

Whether capital improvements or expenditures are being made or completed as expected

The City of Gig Harbor included this land within its Capital Facilities Plan and intends to provide urban services to the property. The City of Gig Harbor Capital Facilities Plan contains a planned project for sanitary sewer along 36th Street. The State DOT is planning to construct a variety of

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transportation improvement projects along 36th Street NW near the amendment site. The City of Gig Harbor's transportation plan contains a traffic signal and turn lane at the intersection of Point Fosdick Drive and 36th Street NW.

Consistency with GMA, the Plan and County-Wide Planning Policies

The GMA, applicable County Plans and the County-Wide Planning Policies promote cooperation and coordination between the County and local jurisdictions when amending urban growth area boundaries. The City of Gig Harbor has recommended approval of this amendment and has the capability of providing the necessary urban facilities and services. By designating this land as MSF, the consistency goals of the GMA, applicable plans and County-Wide Planning policies will be met.

The GMA, applicable plans and the Countywide Planning Policies also discourage expansion of urban areas until such time as the additional capacity is needed. This amendment is inconsistent with this goal as it appears additional residential capacity is not necessary at this time.

Effect on critical areas and natural resource lands

The Planning and Land Services Department staff has reviewed information regarding critical areas and designated resource lands and has determined that there are no fish and wildlife habitat, seismic hazards, volcanic hazards or floodplains within the proposed amendment area. A wetland analysis report prepared for this site in 1996 identifies a 1/2 acre forested wetland along Pt. Fosdick Drive near the center of the amendment area. This wetland appears to be associated with a wetland system that has been delineated on the west side of Point Fosdick Drive. The southern portion of the amendment area contains slopes which range from between 15 and 30 percent. Any development project on this site will be subject to an updated critical area studies. The site is also located within a designated open space corridor. There are no implementing regulations associated with the open space corridor.

Effect on other considerations

The City of Gig Harbor considered this request in 2001. At that time the City Council took action to support the request to include this property in the UGA.

Staff Recommendation

Staff recommends denial of the proposed amendment. The proposal to expand the Urban Growth Area into the Rural Airport Overlay in the vicinity of the Tacoma Narrows Airport raises issues of compatibility between the general aviation airport and the high density residential uses and other high intensity uses that are allowed in the UGA. Based on ongoing discussions with other affected agencies and municipalities, PALS' position is that it is not appropriate to expand the UGA into the Rural Airport Overlay due to compatibility issues related to the Tacoma Narrows Airport.

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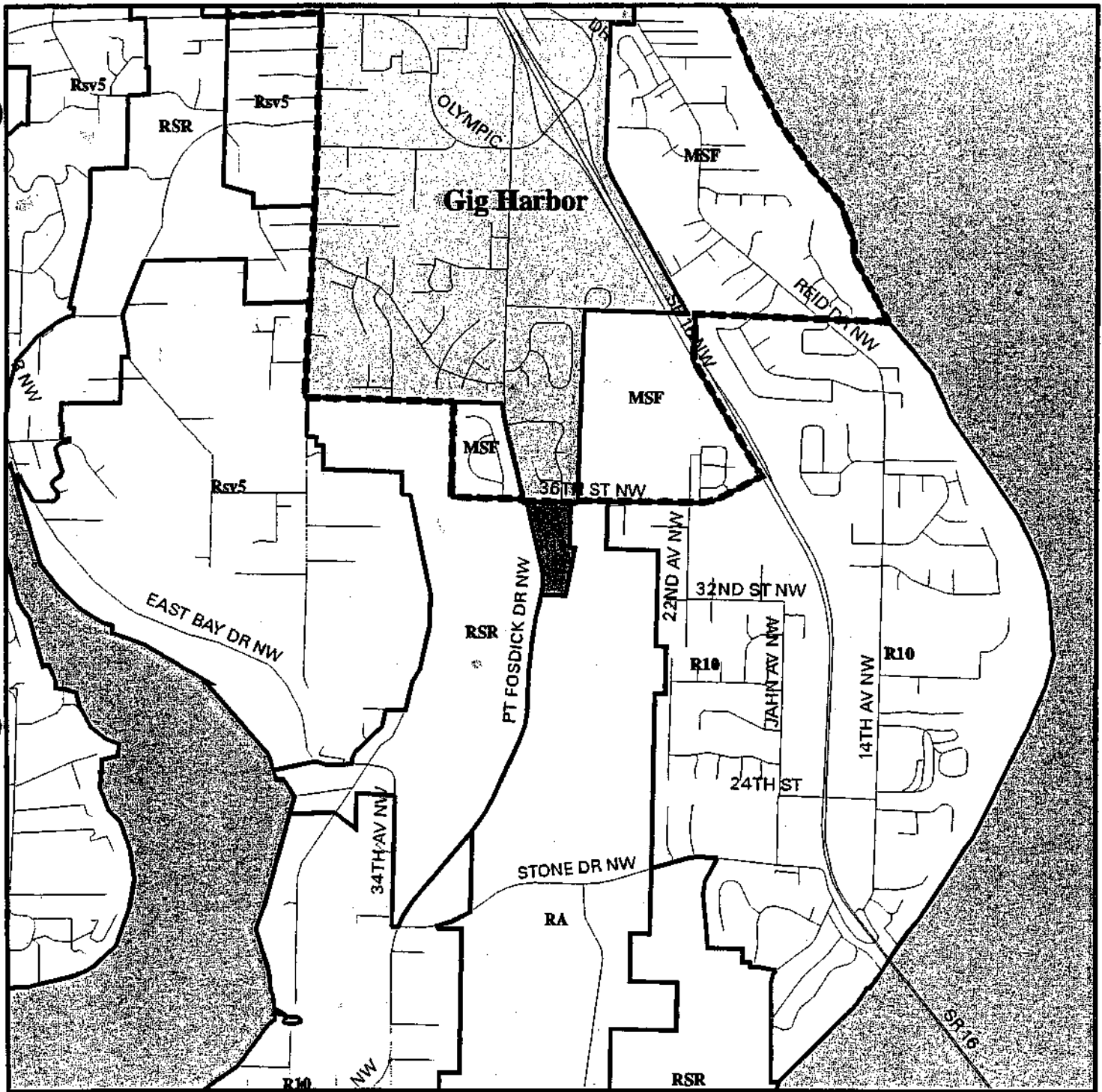
May 28, 2003

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Implementation Requirements

Implementation of this UGA amendment would require revisions to the various GIS maps that portray the Pierce County Comprehensive Plan, the Gig Harbor Peninsula Community Plan and applicable zoning maps. Hard copies of these maps would need to be created and distributed. Quarter section zoning maps would need to be updated and distributed as well.

FAWFILES\ESV\ONG\2003\AMEND\UGA\STAFF\REP.U-11.DOC



2003 PROPOSED URBAN GROWTH AREA AMENDMENT

Amendment #U-11 Watland

Initiated by Pierce County Council

- Existing UGA Boundary
- █ Proposed Addition to Gig Harbor UGA
Reclassify from R10 to MSF/SF

Department of Planning & Land Services
March 7, 2003

Scale = 1:24000



Pierce County
Geographic Information System



Pierce County

Department of Planning and Land Services

CHUCK KLEBERG
Director

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May 28, 2003

DRAFT STAFF REPORT

TO: Pierce County Planning Commission

FROM: C.E. "Chip" Vincent, Principal Planner, Planning & Land Services Department

**SUBJECT: URBAN GROWTH AREA AMENDMENT U-12
MILLER INVESTMENT - GIG HARBOR EC/CE**

U-12 MILLER INVESTMENT - GIG HARBOR EC/CE

Initiated by: Pierce County Council, R2003-8s
Applicant: Miller Investment Partnership

General Description

This proposal is to reclassify 4 parcels on 25 acres from Reserve Five (Rsv-5) to the Employment Center (EC) designation, and Community Employment (CE) zone. The EC designation would permit a concentration of office parks, manufacturing and other industrial development. The CE zone would permit low to moderate intensity industrial activities, research activities, and/or office park development. The CE zone corresponds to the City of Gig Harbor's Employment District (ED) zone. The current Rsv-5 designation allows low density residential uses with required clustering of lots, at a density of one dwelling unit per five acres.

Impact Analysis

Procedures for Amendments to the Comprehensive Plan, PCC 19C.10, requires all amendments to the Plan to be reviewed against nine criteria (PCC 19C.10.060.B.). Those criteria, and staff evaluation, are as follows:

Effect on rate of growth, development, and conversion of land as envisioned in the Plan

This amendment site is currently designated Reserve-5. Reserve-5 is a rural designation that is intended to provide lands for potential future inclusion in the urban area when the need for additional urban land is needed. Previously, this property had been designated Employment Center in Pierce County's 1994 Comprehensive Plan. Pursuant to a request from the City of Gig Harbor in December 2000, together with a variety of factors including the lack of transportation infrastructure and the extensive wetlands on the site, the Gig Harbor Community Planning Board recommended the Employment Center designation be removed. The City of Gig Harbor's 1994 Comprehensive Plan designated this property as an Employment Center, however, the City zoned



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the property "Low Density Single-Family Residential". This amendment would re-designate employment lands that were specifically removed from the urban growth area through the community planning process.

Effect on the County's capacity to provide adequate public facilities

Pierce County does not provide water or sanitary sewer service within the Gig Harbor Urban Growth Area. The County is not currently planning for transportation improvements in the amendment area. This amendment will not impact the County's capacity to provide capital facilities in the area. The amendment to an Employment Center designation with CE zoning would allow a variety of industrial and manufacturing uses including light industrial developments and office parks. The amendment will likely increase the need for water, sanitary sewer, surface water/stormwater drainage, fire, and police to support industrial developments that are permitted in the CE zone.

Effect on the rate of population and employment growth

This amendment would add approximately 25 acres of Community Employment zoning adjacent to the existing unincorporated Gig Harbor employment center. It is not anticipated that the amendment would result in an increase in the rate of employment growth in the area. The properties within the unincorporated employment center have been designated as such for 8 years but remain largely undeveloped. Residential uses are prohibited in the CE zone and therefore no population growth would be expected.

Whether Plan objectives are being met as specified or remain valid and desirable

The following policies from the land use element of the Pierce County Comprehensive Plan are relevant to UGA amendments.

19A.30.010 Urban Growth Areas

C. LU-UGA Objective 2. Provide efficient government facilities and services.

1. *Contain and direct growth within the designated Comprehensive Urban Growth Area or satellite city and town UGAs where adequate public facilities exist or can be efficiently provided.*

This policy from the Pierce County Comprehensive Plan requires that towns direct new growth to their urban growth areas where adequate public facilities and services can be efficiently provided. The City of Gig Harbor has committed to provide adequate public facilities within its UGA. The City of Gig Harbor's Capital Facilities plan includes a planned sewer line along the southern boundary of the amendment site.

G. LU-UGA Objective 6. Provide criteria and priorities for the expansion of urban growth areas.

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3. *Expansions of the Urban Growth Area (UGA) of a specific satellite city or town, shall be approved by the County Council through a Comprehensive Plan amendment process as established in Chapter 19C.10 PCC, only if the following criteria are met:*
- a. *Land capacity within the city or town's UGA is evaluated and the need for additional land capacity is clearly demonstrated.*
 - b. *The housing affordability and density objectives of the applicable city or town Comprehensive Plan have been monitored and evaluated.*
 - c. *Documentation that adequate public facilities and services can be provided within the 20-year planning horizon is provided.*

This policy from the Pierce County Comprehensive Plan requires that three criteria be satisfied prior to expansion of a town's UGA. The most recent information regarding the capacity of the Gig Harbor UGA (based on the Buildable Lands Study) show that additional capacity for employment lands will not be necessary until after the year 2022. The housing affordability and density objectives of Gig Harbor's plan are not applicable this proposal. The City's March 2002 Transportation Plan update does not include these properties in the study area. The June 2001 Water System Plan and the February 2002 Wastewater System Plan includes the amendment area in the 20 year planning horizon, however there are no plans to extend utilities to the site. Any utility extension would need to be developer funded and would require an outside utility extension agreement approved by the City.

The following policies from Objective 1 in the land use element of the Gig Harbor Peninsula Community Plan address coordination between Pierce County and the City of Gig Harbor and are relevant to UGA amendments:

Principle 4. *Provide a process for Urban Growth Area boundary amendments, area-wide rezones, and annexations that are based on a demonstrated public or community need.*

Standards

1.4.3

The Urban Growth Area boundary may move into the Reserve-5 designation through a Comprehensive Plan amendment if the following criteria are met:

- 1.4.3.1 *Land capacity within the city limits and the unincorporated Urban Growth Area is evaluated and the need for additional land capacity is clearly demonstrated.*
- 1.4.3.3 *It must be demonstrated that adequate public facilities and services can be provided within the 20-year planning horizon. The Capital Facilities Plan Element shall demonstrate that there will be sufficient services to ensure a high quality of life.*
- 1.4.3.4 *A capital facilities plan should demonstrate that adequate public facilities and services can be provided for each facility*

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- and service prior to moving the Urban Growth Area boundary.*
- 1.4.3.5 *The level of service for services and facilities shall not be reduced below the most recently adopted level of service standards in either the city's or County's capital facility plans.*
- 1.4.5 *The Reserve-5 lands may be absorbed into the Urban Growth Area either in full or in part, depending upon a demonstrated need for additional land capacity.*

Pierce County has not received information that demonstrates additional employment lands are necessary at this time. Based on the available information, it appears the City has an excess capacity of undeveloped employment land within their municipal boundaries.

Prior to designating new employment lands, it is important to be certain that specific public facilities and services can be provided for the existing UGA based upon planned development patterns and projected growth rates. This analysis has not occurred. Information regarding the current level of service for public facilities is available, however to determine the level of service needed for this amendment site, a specific development proposal would need to be analyzed. The City has included the amendment site within their Capital Facilities Plan therefore the City is committing to have adequate capacity for this site as well as the other employment lands throughout the 20-year planning horizon.

- 1.4.6 *The boundaries of commercial or employment areas shall be expanded only if:*
- 1.4.6.1 *There is a demonstrated need to provide for more land in the center or district based on an evaluation of underdeveloped lands, vacant lands and market demands.*
- 1.4.6.2 *The shortage of developable lands in a center or district can be resolved by adding lands that have adequate public facilities and services or if adequate public facilities and services can be provided efficiently.*
- 1.4.6.3 *The expansion of an existing center or district is compatible with the community plan.*

The City of Gig Harbor's UGA contains 227 acres of vacant employment land. These vacant parcels have been available for a variety of employment uses since adoption of the Pierce County Comprehensive Plan in 1994. Currently, there are no proposals to develop light industrial or manufacturing business on the within the unincorporated employment lands on the Gig Harbor Peninsula. Demand for developable land employment lands appears to be low. At this time there is no need to provide additional developable employment land in this part of Pierce County.

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- 1.4.7 In order to maintain efficiencies in the provision of urban services and facilities, to maintain a high quality urban environment, to prevent the negative market impacts associated with premature expansion of existing commercially and industrially zoned land or the designation of any new commercial and industrial centers, any expansion or designation of commercial and industrial designations/zones must be carefully controlled.*
- 1.4.7.1 Prior to creating new commercial and industrial centers or allowing the expansion of existing centers, it should be determined that a shortage of commercially and industrially zoned lands exist and that existing commercially or industrially zoned lands have been fully developed or redeveloped as appropriate. The Pierce County buildable lands inventory should be utilized in any evaluation of available commercial or industrial lands.*
- 1.4.7.2 When determining the availability of developable industrial and commercial lands, lands within the corporate limits of the City of Gig Harbor must also be considered.*
- 1.4.7.3 Existing sites should be fully developed or redeveloped prior to designating new commercially and industrially zoned lands in order to avoid creating an excessive surplus of such lands.*

The Pierce County buildable lands inventory included an analysis of employment needs. Currently, the Gig Harbor UGA contains 92 parcels that are zoned for Community Employment. Of these 92 parcels, 45 are currently vacant. At this time there does not appear to be a shortage of industrially zoned lands in the City of Gig Harbor or within the UGA.

The following policies from Objective 4 in the land use element of the Gig Harbor Peninsula Community Plan address employment areas and are relevant to UGA amendments.

Principle 1. *Designate areas suitable for the development of intensive commercial, office, or light industrial uses as Employment Centers.*

Standards

- 4.1.1 Suitability of a site as an Employment Center shall be determined based upon: 1) the availability of the adequate infrastructure such as sanitary sewer, potable water, and roads; 2) presence or absence of critical areas or environmentally sensitive areas; and 3) the ability of adjacent land uses to exist in harmony with potential commercial, office, and light industrial uses.*
- 4.1.1.1 New Employment Centers shall be designated only where adequate sanitary sewer and potable water supplies are available to meet anticipated demand for these services.*

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- 4.1.1.2 Areas designated as Employment Centers shall be accessed via an arterial roadway and shall be located in close proximity to State Route 16. Heavy truck traffic should be directed away from residential neighborhoods.*
- 4.1.1.3 Employment Centers should avoid lands significantly constrained by critical areas or environmentally sensitive areas. Where critical areas or environmentally sensitive areas cannot be avoided, buffering, increased setbacks, lighting control, stormwater control, and other techniques shall be used to protect the critical area or environmentally sensitive area from adverse impacts.*
- 4.1.1.4 Employment Centers should be separated from incompatible uses such as residential neighborhoods. Buffering, lighting control, transitional zoning, and other techniques shall be used to protect the Employment Center and adjacent uses from land use conflicts.*

The proposed amendment site is not currently served by adequate public facilities such as sewer, water or roads. Sewer is located approximately 1/2 mile to the NE of the site at the intersection of Bujcich Drive and 54th Street. The proposed amendment site is not served by an arterial road as required by standard 4.1.1.2. Current transportation plans do not include road projects to service the amendment properties. The eastern 1/2 of the amendment site is constrained by wetlands. If this amendment is approved, design standards for employment centers will dictate appropriate mitigation to protect existing uses for impacts associated with new employment uses.

Effect on general land values or housing costs

If re-designated, the land values of the four parcels would increase due to more intense uses allowed under the EC designation. The land values of surrounding properties to the west of the amendment would likely decrease due to their proximity to more intense industrial developments that would negatively impact the existing rural neighborhoods.

Whether capital improvements or expenditures are being made or completed as expected

No major capital improvements or expenditures are currently proposed for this area. Currently sewer service is not available at the amendment site. The nearest sewer line is located at the intersection of Bujcich Road and 54th Avenue NW. The City of Gig Harbor's Capital Facilities plan includes a potential sewer line along the southern boundary of the amendment site, however, based on information provided by Gig Harbor City staff this project is not funded or anticipated to be constructed by the City. Any utility extension would need to be developer funded and would require an outside utility extension agreement approved by the City.

In a letter from Pierce County Water Programs dated April 25, 2003 concerns were raised about the City of Gig Harbor's ability to provide adequate water to the amendment site. The Department of Ecology has stated that the City will need to attain additional water rights for the

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expected growth in the existing UGA in the next 20 years. The City of Gig Harbor should justify its ability to provide water service (including fire flow) to any new employment center lands.

A private road appears to access the amendment site from the south to the southern boundary of the amendment site. An unimproved public road appears to be located along the western boundary of the amendment site.

Consistency with GMA, the Plan and County-Wide Planning Policies

The GMA, applicable County Plans and the County-Wide Planning Policies promote cooperation and coordination between the County and local jurisdictions when amending urban growth area boundaries. The City of Gig Harbor has recommended approval of this amendment and has included the property in its Capital Facilities Plan. By designating this land as EC, the consistency goals of the GMA, applicable plans and County-Wide Planning policies will be met.

The GMA, applicable plans and the Countywide Planning Policies also discourage expansion of urban areas until such time as the additional capacity is needed. This amendment is inconsistent with this goal as it appears additional employment lands are not necessary at this time.

Effect on critical areas and natural resource lands

A significant wetland system is inventoried within the amendment area. This wetland appears to take up the majority of the eastern half of the amendment site. No other critical areas appear to be located within the amendment area.

Effect on other considerations

The land within this amendment area was designated Employment Center (EC) under the 1994 Comprehensive Plan for Pierce County. The property was removed for the EC designation pursuant to a request from the City of Gig Harbor in December 2000. The City's made this request based on concerns about wetlands and the ability of the site to accommodate urban levels of development.

City had designated the area ED with a R-1 zone, however the property was removed from the City's UGA and USA for consistency with the Gig Harbor Peninsula Community Plan.

Staff Recommendation

Staff recommends approval of the proposed amendment. The City of Gig Harbor supports this amendment request and has committed to provide adequate public facilities and services for this amendment proposal.

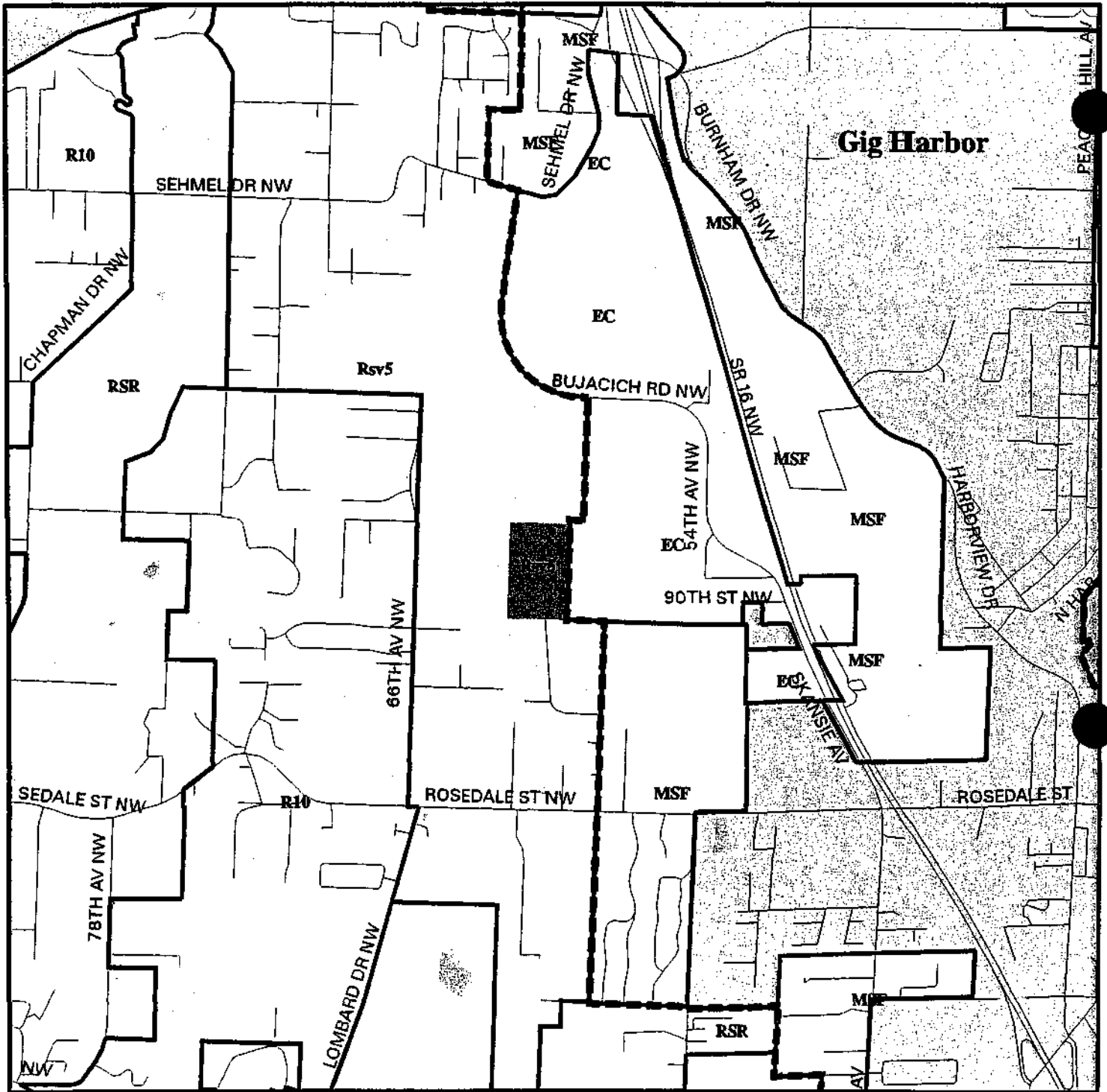
Implementation Requirements

Implementation of this UGA amendment would require revisions to the various GIS maps that portray the Pierce County Comprehensive Plan, the Gig Harbor Peninsula Community Plan and

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applicable zoning maps. Hard copies of these maps would need to be created and distributed. Quarter section zoning maps would need to be updated and distributed as well.

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2003 PROPOSED URBAN GROWTH AREA AMENDMENT

Amendment #U-12 Miller
 Initiated by Pierce County Council

- Existing UGA Boundary
- █ Proposed Addition to Gig Harbor UGA
 Reclassify from Rsv5 to EC/CE

Department of Planning & Land Services
 March 7, 2003

Scale = 1:24000



Pierce County
 Geographic Information System



Pierce County

Department of Planning and Land Services

CHUCK KLEBERG
Director

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Tacoma, Washington 98409-7460
(253) 798-7210 • FAX (253) 798-3680

May 28, 2003

DRAFT STAFF REPORT

TO: Pierce County Planning Commission

FROM: C.E. "Chip" Vincent, Principal Planner, Planning & Land Services Department

**SUBJECT: URBAN GROWTH AREA AMENDMENT U-13
ROBY AND CAMPEN - GIG HARBOR EC/CE, MSF OR MSF/SF**

U-13 ROBY AND CAMPEN - GIG HARBOR EC/CE, MSF OR MSF/SF
Initiated by: Pierce County Council, R2003-8s
Applicant: Josephine Roby and Carl & Jeanne Campen

General Description

This proposal is to reclassify 2 parcels on 40 acres from Reserve Five (Rsv-5) to the Employment Center (EC) designation with a Community Employment (CE) zone or Moderate Density Single Family (MSF) designation with the Single Family (SF) zone. The EC designation would permit a concentration of office parks, manufacturing, assembly, and other industrial development. The CE zone would permit low to moderate intensity industrial activities, research activities, or office park development. The MSF designation would permit single-family and two-family residential uses at a density of two to six dwelling units per acre. The SF zone would limit those MSF uses to single-family residences at a density of three to four dwelling units per acre. The current Rsv-5 designation allows low density residential uses with required clustering of lots, at a density of one dwelling unit per five acres.

Impact Analysis

Procedures for Amendments to the Comprehensive Plan, PCC 19C.10, requires all amendments to the Plan to be reviewed against nine criteria (PCC 19C.10.060.B.). Those criteria, and staff evaluation, are as follows:

Effect on rate of growth, development, and conversion of land as envisioned in the Plan

This amendment site is currently designated Reserve-5. Reserve-5 is a rural designation that is intended to provide lands for potential future inclusion in the urban area when the need for additional urban land is needed. The City of Gig Harbor's 1994 Comprehensive Plan did not include this land within its urban growth area. Inclusion of this amendment within the City's UGA either as employment lands or residential lands would pre-maturely increase the supply of



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employment or residential land. Conversion of rural land for urban residential or employment purposes should not occur until additional capacity is necessary. It does not appear that additional capacity for urban residential or employment lands will be necessary until after 2022.

Effect on the County's capacity to provide adequate public facilities

Pierce County does not provide water or sanitary sewer service within the Gig Harbor Urban Growth Area. The County is not currently planning for transportation improvements in the amendment area. This amendment will not impact the County's capacity to provide capital facilities in the area. The amendment to an Employment Center designation with CE zoning would allow a variety of industrial and manufacturing uses including light industrial developments and office parks. The amendment to the Moderate Density Single-Family designation with SF zoning would allow residential uses between 3 and 4 dwelling units per acre. The amendment would likely increase the need for water, sanitary sewer, surface water/stormwater drainage, fire, and police to support these urban developments that are permitted in the UGA.

Effect on the rate of population and employment growth

This amendment would add approximately 40 acres of Community Employment zoning adjacent to the existing unincorporated Gig Harbor employment center. It is not anticipated that the amendment would result in an increase in the rate of employment growth in the area. The properties within the adjacent unincorporated employment center have been designated as such for 8 years but remain largely undeveloped.

The proposed MSF designation would be zoned "Single Family" (SF) to correspond with the City of Gig Harbor's R-1 zone. This zone allows a base density of 3 dwelling unit per acre with a maximum density of 4 dwelling units per acre. Assuming 25 percent of the site would be utilized by roads and constrained by critical areas, approximately 120 new homes could be accommodated on the amendment site. At an average of 2.1 persons per household, it is expected that 252 residents could ultimately live on the amendment site.

Whether Plan objectives are being met as specified or remain valid and desirable

The following policies from the land use element of the Pierce County Comprehensive Plan are relevant to UGA amendments.

19A.30.010 Urban Growth Areas

C. LU-UGA Objective 2. Provide efficient government facilities and services.

1. *Contain and direct growth within the designated Comprehensive Urban Growth Area or satellite city and town UGAs where adequate public facilities exist or can be efficiently provided.*

This policy from the Pierce County Comprehensive Plan requires that towns direct new growth to

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their urban growth areas where adequate public facilities and services can be efficiently provided. The City of Gig Harbor has not committed to provide adequate public facilities within the proposed UGA.

G. LU-UGA Objective 6. Provide criteria and priorities for the expansion of urban growth areas.

3. *Expansions of the Urban Growth Area (UGA) of a specific satellite city or town, shall be approved by the County Council through a Comprehensive Plan amendment process as established in Chapter 19C.10 PCC, only if the following criteria are met:*
 - a. *Land capacity within the city or town's UGA is evaluated and the need for additional land capacity is clearly demonstrated.*
 - b. *The housing affordability and density objectives of the applicable city or town Comprehensive Plan have been monitored and evaluated.*
 - c. *Documentation that adequate public facilities and services can be provided within the 20-year planning horizon is provided.*

This policy from the Pierce County Comprehensive Plan requires that three criteria be satisfied prior to expansion of a town's UGA. The most recent information regarding the capacity of the Gig Harbor UGA (based on the Buildable Lands Study) show that additional capacity for residential or employment lands will not be necessary until after the year 2022. The housing affordability and density objectives of Gig Harbor's plan are anticipated to be reviewed as mandated by the state by December 2004. The amendment site is not included in the City's capital facilities plan.

The following policies from Objective 1 in the land use element of the Gig Harbor Peninsula Community Plan address coordination between Pierce County and the City of Gig Harbor and are relevant to UGA amendments.

Principle 4. *Provide a process for Urban Growth Area boundary amendments, area-wide rezones, and annexations that are based on a demonstrated public or community need.*

Standards

1.4.3

The Urban Growth Area boundary may move into the Reserve-5 designation through a Comprehensive Plan amendment if the following criteria are met:

- 1.4.3.1 *Land capacity within the city limits and the unincorporated Urban Growth Area is evaluated and the need for additional land capacity is clearly demonstrated.*
- 1.4.3.3 *It must be demonstrated that adequate public facilities and services can be provided within the 20-year planning horizon. The Capital Facilities Plan Element shall demonstrate that*

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- there will be sufficient services to ensure a high quality of life.*
- 1.4.3.4 *A capital facilities plan should demonstrate that adequate public facilities and services can be provided for each facility and service prior to moving the Urban Growth Area boundary.*
- 1.4.3.5 *The level of service for services and facilities shall not be reduced below the most recently adopted level of service standards in either the city's or County's capital facility plans.*
- 1.4.5 *The Reserve-5 lands may be absorbed into the Urban Growth Area either in full or in part, depending upon a demonstrated need for additional land capacity.*

Pierce County has not received information that demonstrates additional residential or employment lands are necessary at this time. Based on the available information, it appears the City has an excess capacity of undeveloped employment land within their municipal boundaries. Pierce County completed the State mandated buildable lands study in 2002. Based on the results of this study, the City of Gig Harbor's UGA had a total population of 6,239 in 2000. The 2022 population allocation requires a total population capacity of 9,450, which results in a need to provide housing for an additional population of 3,211 by 2022. The buildable land report shows that the current capacity within the Gig Harbor UGA is 5,958 today. Based on this analysis, additional residential capacity is not necessary at this time.

Prior to designating new urban lands, it is important to be certain that specific public facilities and services can be provided for the existing UGA based upon planned development patterns and projected growth rates. This analysis has not occurred. Information regarding the current level of service for public facilities is available, however to determine the level of service needed for this amendment site, a specific development proposal would need to be analyzed.

- 1.4.6 *The boundaries of commercial or employment areas shall be expanded only if:*
- 1.4.6.1 *There is a demonstrated need to provide for more land in the center or district based on an evaluation of underdeveloped lands, vacant lands and market demands.*
- 1.4.6.2 *The shortage of developable lands in a center or district can be resolved by adding lands that have adequate public facilities and services or if adequate public facilities and services can be provided efficiently.*
- 1.4.6.3 *The expansion of an existing center or district is compatible with the community plan.*

The City of Gig Harbor's UGA contains 227 acres of vacant employment land. These vacant parcels have been available for a variety of employment uses since adoption of the Pierce County

Pierce County Planning Commission Draft Staff Report
May 28, 2003
Page 5 of 7

Comprehensive Plan in 1994. Currently, there are no proposals to develop light industrial or manufacturing business on the Gig Harbor Peninsula. Demand for developable employment land appears to be low. At this time there is no need to provide additional developable employment land in this part of Pierce County.

- 1.4.7 In order to maintain efficiencies in the provision of urban services and facilities, to maintain a high quality urban environment, to prevent the negative market impacts associated with premature expansion of existing commercially and industrially zoned land or the designation of any new commercial and industrial centers, any expansion or designation of commercial and industrial designations/zones must be carefully controlled.*
- 1.4.7.1 Prior to creating new commercial and industrial centers or allowing the expansion of existing centers, it should be determined that a shortage of commercially and industrially zoned lands exist and that existing commercially or industrially zoned lands have been fully developed or redeveloped as appropriate. The Pierce County buildable lands inventory should be utilized in any evaluation of available commercial or industrial lands.*
- 1.4.7.2 When determining the availability of developable industrial and commercial lands, lands within the corporate limits of the City of Gig Harbor must also be considered.*
- 1.4.7.3 Existing sites should be fully developed or redeveloped prior to designating new commercially and industrially zoned lands in order to avoid creating an excessive surplus of such lands.*

The Pierce County buildable lands inventory included an analysis of employment needs. Currently, the Gig Harbor UGA contains 92 parcels that are zoned for Community Employment. Of these 92 parcels, 45 are currently vacant. At this time there does not appear to be a shortage of industrially zoned lands in the City of Gig Harbor or within the UGA.

The following policies from Objective 4 in the land use element of the Gig Harbor Peninsula Community Plan address employment areas and are relevant to UGA amendments.

Principle 1. *Designate areas suitable for the development of intensive commercial, office, or light industrial uses as Employment Centers.*

Standards

- 4.1.1 Suitability of a site as an Employment Center shall be determined based upon: 1) the availability of the adequate infrastructure such as sanitary sewer, potable water, and roads; 2) presence or absence of critical areas or environmentally*

Pierce County Planning Commission Draft Staff Report
May 28, 2003
Page 6 of 7

sensitive areas; and 3) the ability of adjacent land uses to exist in harmony with potential commercial, office, and light industrial uses.

4.1.1.1 New Employment Centers shall be designated only where adequate sanitary sewer and potable water supplies are available to meet anticipated demand for these services.

4.1.1.2 Areas designated as Employment Centers shall be accessed via an arterial roadway and shall be located in close proximity to State Route 16. Heavy truck traffic should be directed away from residential neighborhoods.

4.1.1.3 Employment Centers should avoid lands significantly constrained by critical areas or environmentally sensitive areas. Where critical areas or environmentally sensitive areas cannot be avoided, buffering, increased setbacks, lighting control, stormwater control, and other techniques shall be used to protect the critical area or environmentally sensitive area from adverse impacts.

4.1.1.4 Employment Centers should be separated from incompatible uses such as residential neighborhoods. Buffering, lighting control, transitional zoning, and other techniques shall be used to protect the Employment Center and adjacent uses from land use conflicts.

The proposed amendment site is not currently served by adequate public facilities such as sewer, water or roads. Sewer is located approximately 1/2 mile to the E of the site at the intersection of Bujcich Drive and 54th Street. Current transportation plans do not include road projects to service the amendment properties. An uninventoried wetland exists on the western 20 acre lot. If this amendment is approved as an employment center, design standards for employment centers will dictate appropriate mitigation to protect existing uses for impacts associated with new employment uses. If this amendment is approved for residential use, it would be adjacent to undeveloped employment lands to the east. Any residential development would be subject to mitigation for projects adjacent to employment areas pursuant to the Gig Harbor Peninsula Community Plan.

Effect on general land values or housing costs

The proposed UGA amendment would add property to the residential or employment land supply surrounding the city. Generally, when land is redesignated from rural to urban, the land value increases commensurate with the increase in development potential. The effect on housing costs typically result in more affordable housing in that the land supply for urban housing is increased at densities that allow for cost effective service delivery. It is estimated that the amendment area could potentially accommodate 120 new dwelling units based upon the availability of public sanitary sewer. If designated employment center, the land values of the two parcels would increase due to more intense uses allowed under the EC designation. The land values of surrounding properties to the west of the amendment would likely decrease due to their proximity

Pierce County Planning Commission Draft Staff Report
May 28, 2003
Page 7 of 7

to more intense industrial developments that would negatively impact the existing rural neighborhoods.

Whether capital improvements or expenditures are being made or completed as expected

No major capital improvements or expenditures are currently proposed for this area. The City of Gig Harbor's Capital Facilities plan does not include sanitary sewer or water service to this amendment site. No transportation improvement projects are planned for the area.

In a letter from Pierce County Water Programs dated April 25, 2003 concerns were raised about the City of Gig Harbor's ability to provide adequate water to the amendment site. The Department of Ecology has state that the City will need to attain additional water rights for the expected growth in the existing UGA in the next 20 years. The City of Gig Harbor should justify its ability to provide water service (including fire flow) to any new employment center lands.

Consistency with GMA, the Plan and County-Wide Planning Policies

The GMA, applicable plans and the Countywide Planning Policies discourage expansion of urban areas until such time as the additional capacity is needed. This amendment is inconsistent with this goal as it appears additional residential or employment lands are not necessary at this time.

Effect on critical areas and natural resource lands

A wetland area is inventoried on the western most of the two lots within the amendment area. No other critical areas appear to be located within the amendment area.

Effect on other considerations

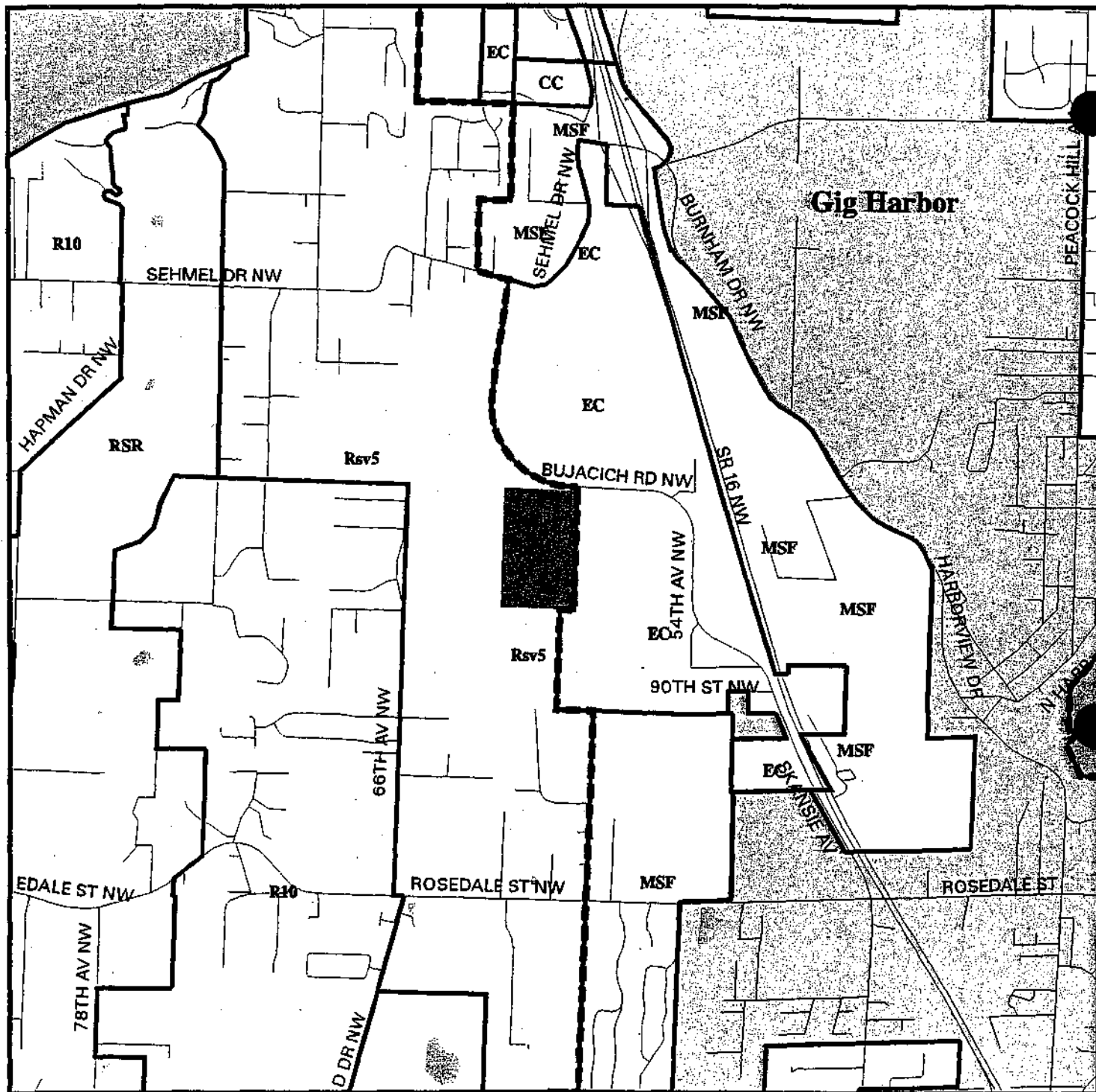
No effects on other considerations have been identified.

Staff Recommendation

Staff recommends denial of the proposed amendment. It is anticipated that additional capacity for urban residential or employment lands will not be necessary until after 2022. In addition, the City of Gig Harbor has not committed to provide adequate public facilities within the proposed UGA.

Implementation Requirements

Implementation of this UGA amendment would require revisions to the various GIS maps that portray the Pierce County Comprehensive Plan, the Gig Harbor Peninsula Community Plan and applicable zoning maps. Hard copies of these maps would need to be created and distributed. Quarter section zoning maps would need to be updated and distributed as well.



2003 PROPOSED URBAN GROWTH AREA AMENDMENT

Amendment #U-13 Roby and Campen

Initiated by Pierce County Council

- Existing UGA Boundary
- Proposed Addition to Gig Harbor UGA
Reclassify from Rsv5 to MSF or EC

Department of Planning & Land Services
March 7, 2003

Scale = 1:24000



Pierce County
Geographic Information System



"THE MARITIME CITY"

3510 GRANDVIEW STREET
GIG HARBOR, WASHINGTON 98335
(253) 851-8136 • WWW.CITYOFGIGHARBOR.NET

TO: MAYOR WILBERT AND CITY COUNCIL
FROM: MARK HOPPEN, CITY ADMINISTRATOR *MH*
SUBJECT: SKANSIE RESOURCE ACQUISITION TEAM
DATE: JUNE 9, 2003

INFORMATION/BACKGROUND

The attached resolution establishes a resource acquisition team composed of members from the Skansie Brothers Park Ad Hoc Advisory Committee that gave its final report at the last council meeting.

POLICY CONSIDERATIONS

The team will work toward development of the park within parameters expressed by the advisory committee with the guidance and approval of the City Council. The team will seek both grant resources and local community resources.

FISCAL CONSIDERATIONS

Staff time allocated to this resource acquisition activity will be within 2003 Administration departmental budget allotment. No costs are anticipated outside the scope of the *2003 City of Gig Harbor Annual Budget*.

RECOMMENDATION

I recommend approval of the resolution as proposed.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF GIG HARBOR,
WASHINGTON, ESTABLISHING A RESOURCE ACQUISITION
TEAM TO CRAFT AND DELIVER PRESENTATIONS FOR THE
PURPOSE OF COMPETITIVE GRANT APPLICATIONS AND TO
PROCURE LOCAL RESOURCES TO ASSIST IN THE
DEVELOPMENT OF SKANSIE BROTHERS PARK .**

WHEREAS, the City of Gig Harbor owns Skansie Brothers Park located adjacent to Jerisich Dock and seeks to develop the maritime heritage site with historically sensitive improvements to existing structures and grounds and with connection to local and regional waterfront commercial and recreational activities; and

WHEREAS, members of the recently completed Skansie Ad Hoc Advisory Committee have indicated an interest in on-going participation in development of the park and the preservation of the existing structures and grounds, as well as development of a maritime pier; and

WHEREAS, certain ad hoc advisory committee members represent community groups with resources necessary for grant match and project development or have proven grant development skills; and

WHEREAS, the City Council of the City of Gig Harbor received the final report of the Skansie Brothers Park Ad Hoc Advisory Committee and supports its consensus findings; and,

WHEREAS, City of Gig Harbor General Fund resources alone are not adequate for the development of the park site as defined by the Skansie Brothers Park Ad Hoc Advisory Committee report; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, AS FOLLOWS:

Section 1: Formation of Resource Acquisition Team. The City Administrator shall form a team, and select and replace team members as necessary from participants of the recently completed Skansie Brothers Park Ad Hoc Advisory Committee for the purposes of grant application and resource acquisition consistent with the recommendations presented by the advisory committee to the City Council on May 27, 2003.

Section 2: Conduct of the Team. The City Administrator shall report developments and seek guidance and approval from the City Council related to

team activities, resource acquisition and park development during the annual city budget process and at such times as necessary to facilitate grant application and project development.

Section 3: Team Staffing. Initially, the resource acquisition team shall include Guy Hoppen, Gregg Lovrovich, Gary Glein and Chris Erlich.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF GIG HARBOR
this _____ day of June, 2003.

APPROVED:

GRETCHEN A. WILBERT, MAYOR

ATTEST/AUTHENTICATED:


MOLLY M. TOWSLEE, CITY CLERK

FILED WITH THE CITY CLERK: 6/9/03
PASSED BY THE CITY COUNCIL:
RESOLUTION NO.



"THE MARITIME CITY"

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GIG HARBOR, WASHINGTON 98335
(253) 851-8136 • WWW.CITYOFGIGHARBOR.NET

TO: MAYOR WILBERT AND CITY COUNCIL MEMBERS
FROM: KAY J. TRUITT 
INFORMATION SYSTEMS MANAGER
SUBJECT: DECLARATION OF SURPLUS PROPERTY
DATE: JUNE 4, 2003

INTRODUCTION/BACKGROUND

The 2003 budget anticipated replacement of equipment and tools. In the process of reviewing current equipment inventories, several additional items have been determined to be obsolete or surplus to the City's present or future needs. The items proposed for declaration as surplus are set forth in the attached resolution.

FISCAL CONSIDERATIONS

If monies are received for the surplus items, it will be used to offset the costs for new equipment.

RECOMMENDATION

I recommend that Council move and approve the attached resolution declaring the specified equipment surplus and eligible for sale.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF GIG HARBOR
DECLARING CITY EQUIPMENT SURPLUS AND ELIGIBLE
FOR SALE.**

WHEREAS, the Gig Harbor City Council has determined that city-owned equipment is surplus to the City's equipment needs and has been or is in need of being replaced with new equipment; and

WHEREAS, the City may declare such equipment surplus and eligible for sale;

NOW, THEREFORE, the City Council of the City of Gig Harbor hereby resolves as follows.

To declare as surplus:

	EQUIPMENT	Fixed Asset Number	SERIAL / ID NUMBER	MODEL INFO.
1	Gateway PC	00773	0017506156	E1400
2	Gateway PC	N/A	007697357	E3000
3	Gateway PC	00766	0012626265	E3200
4	Gateway PC	00767	0012626266	E3200
5	Gateway PC	N/A	0013075126	E3200
6	Gateway PC	N/A	0010317265	E4200
7	Gateway Monitor	N/A	17004A907360	700-069EV
8	Gateway Monitor	N/A	17004A906854	700-069EV
9	Crystal Scan Monitor	00852	MH54H7011059	YEO711-01
10	Gateway Monitor	N/A	MIE2JB135377	U7003-01
11	6 sets of speakers	N/A	N/A	N/A
12	5 Mice	N/A	N/A	N/A
13	10 Keyboards	N/A	N/A	N/A

PASSED ON THIS _____ day of _____, 200__.

APPROVED:

MAYOR GRETCHEN WILBERT

ATTEST/AUTHENTICATED:

MOLLY M. TOWSLEE, CITY CLERK

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



"THE MARITIME CITY"

COMMUNITY DEVELOPMENT DEPARTMENT
3510 GRANDVIEW STREET
GIG HARBOR, WASHINGTON 98335
(253) 851-6170 • WWW.CITYOFGIGHARBOR.NET

TO: MAYOR WILBERT AND CITY COUNCILMEMBER'S
FROM: JOHN P. VODOPICH, AICP
COMMUNITY DEVELOPMENT DIRECTOR
SUBJECT: NOTICE OF INTENTION TO COMMENCE ANNEXATION
PROCEEDINGS – HAZEN REQUEST (ANX 03-02)
DATE: JUNE 9, 2003

INTRODUCTION/BACKGROUND

The City has received a Notice of Intention to Commence Annexation Proceedings from Linda Hazen for a proposal to annex property east of Soundview Drive and north of 64th adjacent to the existing City limits.

After the filing of the request, no later than sixty (60) days from receipt, the City Council is to meet with the initiating parties to determine:

1. Whether the City Council will accept, reject, or geographically modify the proposed annexation;
2. Whether the City Council will require the simultaneous adoption of the zoning for the proposed area in substantial compliance with the proposed Comprehensive Plan as adopted by City of Gig Harbor Ordinance No. 686; and
3. Whether the City Council will require the assumption of all or any portion of indebtedness by the area to be annexed.

If accepted, the process will then move forward with the circulation of a formal petition for annexation.

RECOMMENDATION

I recommend that Council set a date of June 23, 2003 to meet with the initiating parties of the Notice of Intention to Commence Annexation Proceedings.

Joe & Linda Hazen
2811 64th ST NW
Gig Harbor, WA 98335
253-858-9009

RECEIVED
CITY OF GIG HARBOR
JUN 04 2003
COMMUNITY
DEVELOPMENT

June 4, 2003

John Vodopich
Community Development
3510 Grandview Street
Gig Harbor, WA 98335

Dear Mr. Vodopich;

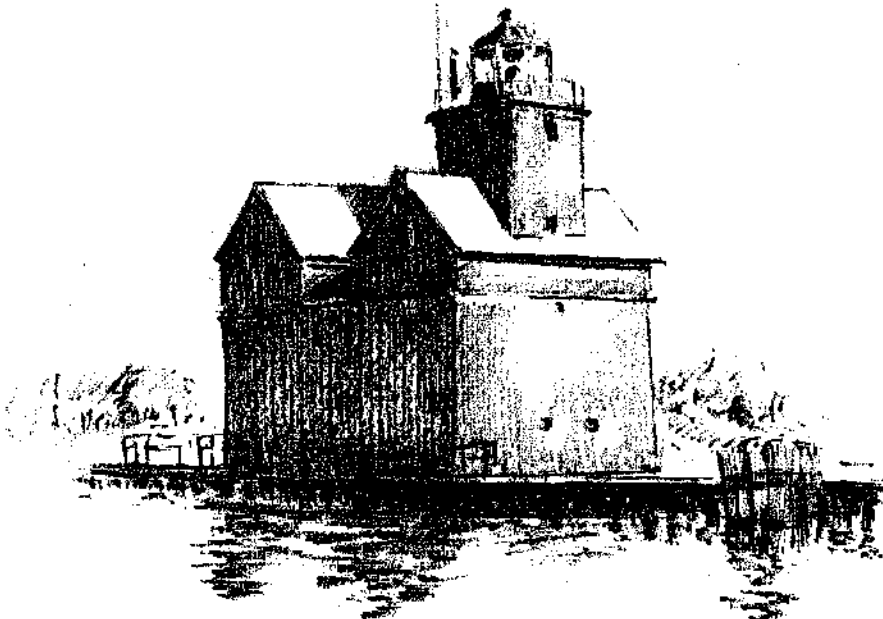
The following pages are the forms and information necessary to begin the annexation process. If I am missing anything else required please let me know as soon as possible.

As we are racing the fall weather on our building project, we would appreciate an appointment with the City Council as soon as possible. Thank you for your help in this and our development process.

Sincerely,



Linda Hazen



RECEIVED
JUN 04 2003
COUNTY CLERK

NOTICE OF INTENTION TO COMMENCE ANNEXATION
PROCEEDINGS

The Honorable Mayor and City Council
City of Gig Harbor
3510 Grandview Street
Gig Harbor WA, 98335

Dear Mayor and City Council:

The undersigned, who are the owners of not less than ten percent (10%) of the acreage for which annexation is sought, hereby advise the City Council of the City of Gig Harbor that it is the desire of the undersigned owners of the following area to commence annexation proceedings:

The property herein referred to is legally described on Exhibit "A" attached hereto and is geographically depicted on a Pierce County Assessor's parcel map on Exhibit "B" further attached hereto.

It is requested that the City Council of the City of Gig Harbor set a date, not later than sixty (60) days after the filing of this request, for a meeting with the undersigned to determine:

1. Whether the City Council will accept, reject, or geographically modify the proposed annexation;
2. Whether the City Council will require the simultaneous adoption of the zoning for the proposed area in substantial compliance with the proposed Comprehensive Plan as adopted by City of Gig Harbor Ordinance No. 686; and
3. Whether the City Council will require the assumption of all or any portion of indebtedness by the area to be annexed.

This page is one of a group of pages containing identical text material and is intended by the signers of the Notice of Intention of Commence Annexation Proceedings to be presented and considered as one Notice of Intention of Commence Annexation Proceedings and may be filed with other pages containing additional signatures which cumulatively may be considered as a single Notice of Intention of Commence Annexation Proceedings.

Resident/Owner Signature	Printed Name	Address & Tax Parcel Number	Date Signed
<i>Linda Hazen</i>	Linda Hazen	2811 64 th ST NW 0221084080 0221284105	6/2/03
<i>Carlean Johnson</i>	Carlean Johnson	64 th ST NW 0221084082	6/02/03

RECEIVED
JUN 04 2003

JUN 04 2003

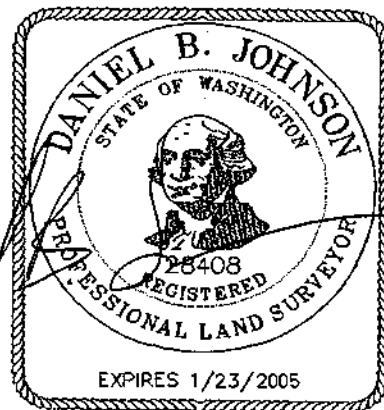
PIERCE COUNTY
RECORDS

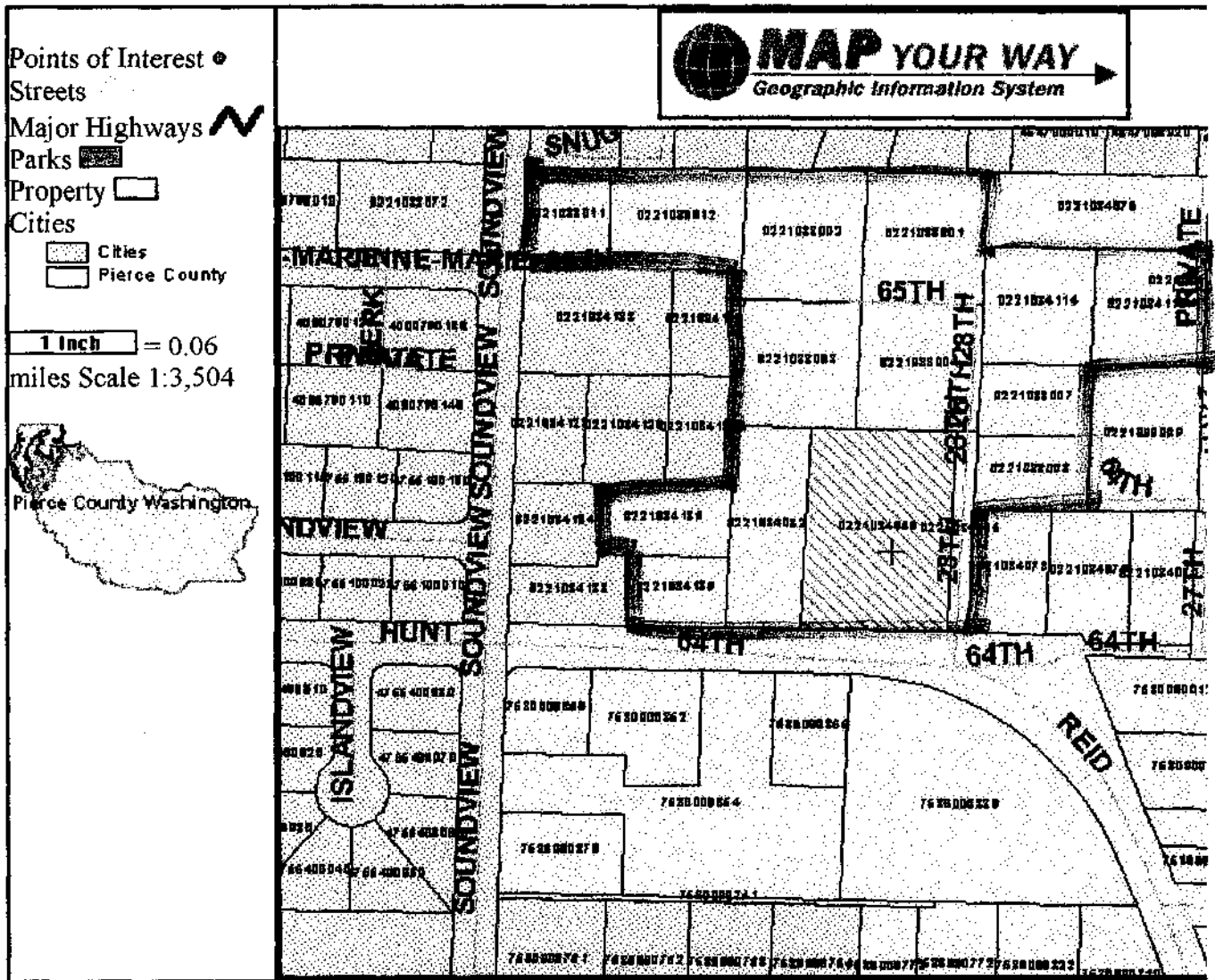
LEGAL DESCRIPTION
of
PROPOSED ANNEXATION TO GIG HARBOR
for
Joe & Linda Hazen

A parcel of land in the Southwest Quarter of the Southeast Quarter of Section 8, Township 21 North, Range 2 East, W.M., in Pierce County, Washington, described as follows:

Commencing at the Southwest Corner of the Southeast Quarter of Section 8, Township 21 North, Range 2 East, W.M., in Pierce County, Washington; thence S 88°48'46" E along the south line of said southeast quarter, 200.64 feet; thence N 2°27'47" E, 30.00 feet to the north margin of 64th Street NW and the TRUE POINT OF BEGINNING; thence N 2°27'47" E, 104.03 feet; thence N 88°48'46" W, 49.93 feet; thence N 2°27'47" E, 96.02 feet; thence S 88°48'46" E, 179.96 feet; thence N 2°27'47" E, 294.94 feet to the southeast corner of Short Plat 79-531; thence N 88°48'46" W, 300.00 feet to the easterly margin of Soundview Drive; thence N 2°27'47" E along said margin, 135.00 feet; thence S 88°48'46" E along the north line of Short Plat 79-531 and Short Plat 75-356 a distance of 630.00 feet; thence S 2°27'47" W along the east line of Short Plat 75-356, a distance of 101.64 feet; thence S 88°48'46" E, 300 feet; thence S 2°27'47" W, 160.00 feet to the northeast corner of Lot 3, Short Plat 77-309; thence N 88°48'46" W, 150.00 feet to the northwest corner of said Lot 3; thence S 2°27'47" W, 198.00 feet to the southwest corner of said Lot 3; thence N 88°48'46" W, 150.00 feet to the southwest corner of Lot 2, Short Plat 77-309; thence S 2°27'47" W, 170.75 feet, more or less, to the north margin of 64th Street NW; thence N 88°48'46" W, along said margin, 460.03 feet to the True Point of Beginning.

Daniel B. Johnson
6/4/03





Tax Parcels Report

Identify results for Tax Parcels.

Tax Parcel	Acres	Land Value	Improvement Value	Land Use	More Information	More Information
0221084080	1.27	83100	129900	SINGLE FAMILY DWELLING.	Click here for owner name and other Assessor-Treasurer information.	Click here for Auditor recorded documents.

This page was last updated on April 16, 2003.
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'THE MARITIME CITY'

3510 GRANDVIEW STREET
GIG HARBOR, WASHINGTON 98335
(253) 851-8136 • WWW.CITYOFGIGHARBOR.NET

TO: MAYOR WILBERT AND CITY COUNCIL
FROM: DARRIN FILAND, AD HOC COMMITTEE MEMBER
SUBJECT: HELEN INDEPENDENCE WILKINSON FARM, SUMMARY OF AD HOC COMMITTEE CONCLUSIONS
DATE: JUNE 6, 2003

INTRODUCTION/BACKGROUND

The Helen Independence Wilkinson Park Ad Hoc Committee held two public hearings to gather public input, then met three additional times to discuss the ideas gathered and to prepare a report to Council. A Mission Statement and Goals and Strategies were developed and are attached for your review.

A PowerPoint presentation has been prepared for the meeting on Monday evening.

CONTINUING INVOLVEMENT:

Many Ad Hoc committee members have interest in continuing assistance to the city with park development.

WILKINSON PROPERTY MISSION STATEMENT

The Wilkinson Farm is an interpretive, living history agrarian park designed to preserve a place for people to explore an authentic Gig Harbor past, interact with nature and participate in educational opportunities, low-impact recreation and events, while expressing creativity and playfulness.

GOALS & STRATEGIES

Preserve the Site's Integrity

Designate a preservation and planning team to work with city staff to inventory, evaluate and recommend a plan for the entire property. The team should include as a minimum, preservationist(s), park planner, community members, and a representative of the historical society. The scope of work should include the buildings, contents of buildings, and natural aspects of the property. The scope of the plan is to include the following:

- Barn
- House
- Out buildings
- Trees and other vegetation
- Wildlife
- Wetlands
- Trails
- Agriculture
- Addition of Public Restrooms

Administration

- Formation of city parks department
- Utilize the city's Parks Plan as a guideline
- Security of property
- Community Group ownership

Education / Interpretation

Work with community groups to create a connection to the past through interpretive signs and interactive programs that will be welcoming to families and individuals of all ages. Possible program ideas:

- Living history presentations/performances
- Field Trips
- Bird Watching
- Petting Farm
- Demonstration gardens and gardening
- Tools

Community Use

Develop use plan for low-impact community activities on the property. Possible ideas to enhance use of site:

- Interpretive programs
- Outdoor Theater
- Parking (non-invasive, residential-friendly)
- Enhanced pedestrian connectivity
- Directory signage to site
- PA / music system
- Picnic / seating areas (sheltered)
- Low Impact Recreation
 - walking trails
 - bird-watching
 - gardens
 - sledding
 - lawn games
- Low Impact events
 - farming / milking / logging / tool demonstrations
 - kite flying / radio controlled model flying
 - garden shows
 - hay-rides / carriage rides

**CITY OF GIG HARBOR
PERSONNEL REGULATIONS**



2003

PERSONNEL REGULATIONS
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PREAMBLE

The provisions of these Personnel Regulations are intended for informational purposes and are neither a contract nor a promise of how the city will address a particular situation. They are intended to be illustrative and the city reserves the right, through the City Administrator, to deviate from these policies in the event of an emergency, the need to preserve public confidence or for the convenience of the employer when necessary to preserve the efficient administration of the city. The city also reserves the right to amend these policies at its sole discretion.

GENERAL PROVISIONS

A. GOAL

A fair and equitable personnel management system is the goal of these regulations. Implicit in this goal are several objectives: employ the most qualified persons; develop and reward good performance; instill self-discipline in all employees; relate to all employees without consideration of their ethnic background, religion, sex, age, or disability; and, promote equal opportunity.

B. SCOPE

If a regulation or regulations conflict with labor contracts authorized by the city or with Civil Service Rules, the provisions of the labor contract and/or Civil Service Rules shall govern. If the provisions of these Personnel Regulations are more expansive than a provision of a collective bargaining agreement, then the more restrictive provision of the collective bargaining agreement shall apply. In all other cases these regulations shall apply.

C. EQUAL OPPORTUNITY EMPLOYER

1. The city is an equal employment opportunity employer. The city employs, retains, promotes, terminates, and otherwise treats all employees and job applicants on the basis of merit, qualifications, and competence. This policy shall be applied without regard to any individual's sex, race, color, religion, national origin, pregnancy, age, marital status, political affiliation, medical condition, physical handicap, or disability.
2. The city will not discriminate against applicants or employees with a sensory, physical, or mental impairment, unless the impairment cannot be reasonably accommodated and prevents proper performance of an essential element of the job.
3. Employees with life-threatening illnesses, such as cancer, heart disease, or AIDS/HIV conditions, or communicable diseases such as tuberculosis or influenza, are treated the same as all other employees. They are permitted to continue working so long as they are able to maintain an acceptable level of performance and medical evidence shows they are not a threat to themselves, to their co-workers, or to the public. The city will work to preserve the safety of all of its employees and reserves the right to reassign employees or take other job actions when a substantial and unusual safety risk to fellow city employees or the public exists.

D. DISCRIMINATORY HARASSMENT

1. The city shall provide a work environment for its employees which is free from discrimination and intimidation. The city will not tolerate any form of discriminatory harassment. Prompt disciplinary action will be taken against an employee who commits or participates in any form of discriminatory harassment.
2. Discriminatory harassment is defined as unwanted, unwelcome discriminatory advances, requests for discriminatory favors, and other verbal or physical discriminatory conduct which has the effect of creating an offensive, intimidating, degrading, or hostile work environment, or adversely interferes or affects an employee's work performance.
3. Any employee who believes he or she is being discriminatorily harassed by supervisors or co-workers should immediately notify his/her department head. In the event that the harassment involves the department head, the employee should notify the City Administrator.

The city will not retaliate against an employee who complains of discriminatory harassment.

EMPLOYMENT

A. RECRUITMENT

Available positions shall be published for a necessary period by announcements posted on public bulletin boards and by such other means, as the City Administrator may deem necessary. Announcements shall specify the title, pay range, duties to be performed, required qualifications as found in the job classification plan, time and manner of making application, and other pertinent information.

B. APPLICATION

Application for employment shall comply with relevant state and federal statutes. Application forms shall require information on job experience, education, and training. It shall also include questions to solicit job related information.

No question(s) on the application nor asked by an interviewer shall elicit information on ethnic background, sex, marital status, religious affiliation, or handicap unless it's relative to an occupational qualification.

All statements on the application or resume are subject to verification prior to appointment.

Applications shall be completed, signed, and dated by the applicant.

An applicant may be required to submit to a physical examination, psychological evaluation, and/or a polygraph examination. If any or all of these examinations are required, the city shall pay the cost.

C. NOTIFICATION

All applicants shall be notified of: receipt of application, status in the selection process, disqualification from further consideration, and the filling of a vacant position.

D. APPOINTMENT

Appointments to vacancies shall be based on experience, education, and requisite medical fitness. The evaluation shall consist of an impartial comparison of these factors to the job description and the results of any testing methods.

E. TEMPORARY APPOINTMENT

Appointments to positions other than an acting or regular basis shall be considered temporary. Such temporary appointments shall be allowed when:

1. A substitution for a regular appointee who is absent from his or her position is necessary;
2. It is impossible to appoint a person to the position due to recruitment difficulties;
3. Budget appropriations only provide for temporary employment; and/or
4. A state of disaster or emergency exists.

Temporary appointees shall serve at the discretion of the City Administrator. No temporary appointment shall exceed one year in duration.

F. NEPOTISM

No spouse shall be employed by the city in a situation where one spouse would have the authority or practical power to supervise or discipline another, where one spouse is responsible for auditing the work of another, or when the spouse is going to be in a position of actual or reasonably foreseeable conflict between the employer's interests and their own. If this situation should occur, one employee must transfer to another department, or if a transfer is not available, the spouses will be given the opportunity to determine which of them will leave the organization.

G. PROBATION

An appointment or promotion to a full-time position other than law enforcement officers, shall not be regular for a period of six (6) months. An appointment to a full-time law enforcement officer position shall not be regular for a period of twelve (12) months from date of completion of the academy for entry-level officers. Probation is an extension of the selection process and failure of same as determined by the City Administrator or department manager does not constitute any right to appeal under these regulations. Employees on probation may be terminated by the City Administrator or the department manager. Upon satisfactory completion of the probationary period, the employee shall gain regular status. Unsatisfactory probationers shall be notified in writing by the department manager at any time during the probationary period. A copy of the notification shall be retained in the personnel files. Termination of a probation employee may occur for any reason that is not illegal or discriminatory.

H. ATTENDANCE

Employees shall be at their job in accordance with the rules relating to hours of work, holidays, and leaves of absence.

An employee shall not be absent from work for any reason other than those specified in these regulations, without prior arrangements with his/her supervisor.

Any unauthorized absence from work shall be an absence without pay and may be cause for disciplinary action.

I. HOURS OF WORK

The normal work week for full-time employees, other than sewer treatment employees, shall consist of forty hours: five consecutive days Monday through Friday at eight hours. The eight-hour day does not include a 30-minute meal period. The eight-hour day does include a fifteen (15) minute break in the morning and the same in the afternoon.

The normal work week for sewer treatment employees shall consist of forty hours worked of five consecutive days of eight hours exclusive of a 30 minute meal period on the employees' own time unless mutually agreed by all parties. Concurrent schedule approval by the City Administrator, department director, and the employee must occur before flextime may be authorized.

J. PROMOTION

Vacancies in positions shall be filled from employees holding regular appointments in appropriate job classes on a competitive basis. If qualified personnel are not available within the city staff, applicants shall be recruited. City employees who are promoted shall successfully complete probationary period. Those who fail the probationary period shall assume any regular appointment held prior to promotion if a position remains open.

K. DEMOTION

No employee shall be demoted to a position for which he or she does not possess the minimum qualifications. An employee being demoted shall be notified two weeks prior to demotion. An employee may be demoted when: performance falls below that established for his/her particular classification; the employee becomes physically or mentally incapable of performing the duties of his/her position; in lieu of layoff; or as a form of discipline for failure to meet job requirements. A demotion may be authorized by the City Administrator for any employee who requests it or to prevent a layoff. Any demotion to prevent layoffs may be reversed when the employee's previous position is re-opened.

L. TRANSFER

With the approval of the City Administrator, an employee may transfer from one job classification to another. However, an employee may not transfer to a position for which he/she does not meet the minimum qualifications.

A new probationary period shall begin for any employee who is transferred. A transfer shall not be used to circumvent provisions governing promotions, demotions, or termination.

M. LAYOFF

The City Administrator may lay off regular employees for lack of work, budgetary restrictions, or other organizational changes. No regular employee shall be laid off while another person in the same classification is employed on a probationary or temporary basis, except probationary employees who have been promoted, in a position for which the regular employee is qualified. In determining who shall be laid off in a job classification, consideration is to be given to individual performance. If the employee being laid off possesses a good service record, his/her name shall be placed on a re-employment list according to his/her job performance. The list shall be maintained for one year.

N. RE-EMPLOYMENT

An eligible list of those employees with regular appointments who were laid off or demoted in lieu of layoff shall be maintained for each job classification. Re-employment from these lists shall be in order of date of layoff, the earliest date of layoff being first. Employees re-employed may be required to submit to medical examinations as provided in these Regulations, if deemed necessary by the City Administrator.

O. LEAVE OF ABSENCE WITHOUT PAY

Upon an employee's written request, the City Administrator may grant a regular employee a leave of absence without pay not to exceed one year. Approval shall be in writing and signed by the City Administrator. No vacation, sick leave benefits, or other benefits shall accrue while an employee is on such leave. The employee's anniversary date will be adjusted by the length of the leave granted.

Upon expiration of a regularly approved leave without pay, the employee shall be reinstated in the position held at the time leave was granted or to an equivalent position.

P. RESIGNATION

An employee wishing to leave employment with the city in good standing, shall at least two weeks before leaving, file with his/her department director, a written

at least two weeks before leaving, file with his/her department director, a written statement of reasons for leaving and the effective date. The time limit of the resignation may be waived at the discretion of the department director. The department director shall file a copy of the resignation and a final performance appraisal in the employee's personnel file.

Q. RETIREMENT

Retirement age shall be governed by statutes in effect at the time. In all instances, the retirement date shall be the last day of the calendar month in which the employee shall have reached the designated retirement age.

R. TRAINING

The City Administrator shall encourage training opportunities for employees. He/she shall assist department directors in developing training programs designed to improve performance for promotion to positions of greater responsibility. Training sessions may be conducted during regular working hours at the discretion of department directors.

S. SAFETY

1. Every employee is responsible for maintaining a safe work environment and following the city's safety rules. Each employee shall promptly report all unsafe or potentially hazardous conditions to his/her department director. The city will make every effort to remedy problems as quickly as possible.
2. In the case of an accident involving a personal injury, regardless of how serious, employees shall immediately notify their department director or the City Administrator.
3. Responsibility for development, promotion, and coordination of safety throughout the various city departments shall be a responsibility of the department managers and the City Administrator.

T. OUTSIDE EMPLOYMENT

Prior to engaging in any employment other than his/her city job, each employee shall report the proposed outside employment to the City Administrator through his/her immediate supervisor. The City Administrator shall not unreasonably withhold approval for outside employment but will prevent outside employment, which would interfere with the efficient performance of the employee's job, create a conflict of interest, or result in a poor public image for the city as determined in the sole discretion of the City Administrator. The City

Administrator may also require individuals to cease outside employment should any of these factors arise during the course of employment.

U. RESTRICTION ON EMPLOYMENT

Employment with the city requires an employee to conduct any and all personal matters in a manner that will bring no discredit to the city.

Peddling or soliciting for sale or donation of any kind on city premises or during regular working hours is not allowed without the express written consent of the City Administrator.

V. POLITICAL ACTIVITY

The rules governing political activities of employees shall follow the provisions of RCW 41.06.250. Solicitation for or payment to any partisan, political purpose or any compulsory assessment or involuntary contribution is prohibited: PROVIDED, however, that officers of employee associations shall not be prohibited from soliciting dues or contributions from members of their associations. No person, elected official, or employee thereof shall solicit on city property any contribution for partisan political purposes.

Employees shall have the right to vote and express their opinions on all political subjects and candidates, and to hold any political party office or participate in the management of a partisan, political campaign. Nothing in this section shall prohibit an employee from participating fully in campaigns relating to constitutional amendments, referendums, initiatives, and issues of a similar character, and for nonpartisan offices. A classified civil service employee shall not hold a part time public office of the city when the holding of such office is incompatible with, or substantially interferes with the discharge of official duties of the job. For employees who are in positions financed primarily by federal grant-in-aid funds, political activity will be regulated by the rules and regulations of the United States Civil Service Commission.

W. PERSONNEL RECORDS

1. The City Administrator shall maintain a personnel record for each employee. Such record shall contain the employee's name, title of position held, the department to which assigned, salary, performance evaluations, personnel actions affecting the employee, change in employment status, training received, and such other information considered pertinent.
2. A medical file is also kept for each employee, which is separate from the personnel file and is kept locked. It contains information on any physical

reports, medical notes or leaves, drug testing results, and accident reports or claims.

3. An employee has the right to review his/her file. An employee may request removal of irrelevant or erroneous information in his/her personnel file. If the city denies the employee's request to remove the information, the employee may file a written rebuttal statement to be placed in his/her file.
4. Personnel files are kept confidential to the maximum extent permitted by law. Except for routine verifications of employment, no information from an employee's personnel file will be released to the public, including the press, contrary to law, without a written request for specific information submitted to the City Administrator.

X. USE OF CITY VEHICLES

City vehicles shall not be driven for personal uses. With the approval of the City Administrator, on-call employees may drive a City vehicle back and forth between work and their private residence. An employee must be eighteen years or older to drive a City vehicle. Smoking is prohibited in City owned vehicles.

Y. USE OF CITY CREDIT CARDS

1. Implementation. The Finance Director (or his/her designee) shall implement this system for the distribution, credit limits, payment of bills, authorization and control of cards, relating to the use of credit and purchasing cards by city officials, officers and employees.
2. Eligibility. All regular-status city employees and city officers/officials are eligible to receive a purchasing/credit card if authorized by their approving director and the Finance Director. Purchasing/credit cards may be checked out by the Finance Department to those city officials/officers and employees who are authorized to obtain a card because their job responsibilities would be facilitated by the use of a purchasing/credit card and such use would benefit the city. The act of obtaining a city purchasing/credit card does not indicate pre-approval of expenses.
3. Establishment of Card Limits. The Finance Department shall set a credit limit on the purchasing/credit card not to exceed \$5,000. No single purchase on the purchasing/credit card shall exceed \$1,000 without prior approval of the City Administrator or the Finance Director.

4. Official/Officer and Employee Responsibility.

- a. Cardholders are accountable and responsible for the expenses charged on the card in their name or the city's name.
- b. Purchasing /credit cards are to be used for city business only and not personal use. An agreement between the cardholder and the city must be executed before the card will be issued.
- c. Purchasing/credit cards will not be used for personal expenses, cash advances, or tuition, the latter of which may be reimbursed through the city's Tuition Reimbursement Program. It may not be used as a substitute for professional service agreements, public works contracts and/or human services contracts.
- d. The use of the purchasing/credit card does not relieve the cardholder from complying with other city and departmental policies and procedures. The card is not intended to replace effective procurement planning which can result in quantity discounts, reduced number of trips and more efficient use of city resources.
- e. The only person entitled to use the purchasing/credit card is the person who has been issued the card. Cards should be treated with extreme care in the same manner as a personal credit card. The cardholder will be responsible to report a lost or stolen card immediately to the purchasing card administrator.
- f. The cardholder must retain all receipts and reconcile their purchasing/credit card statement within the timelines set by the purchasing card administrator. The statement must be reconciled and submitted to the purchasing card administrator along with all receipts and a complete description of each product/service that was purchased if the information is not already on the receipt.
- g. Merchandise returns and billing errors are the cardholder's responsibility. The cardholder is responsible for resolving all disputes directly with the purchasing card vendor or the merchant. All charges must be paid on invoicing.
- h. If the cardholder will be absent from the city for an extended period of time (i.e., vacation), the cardholder is responsible for assigning and training an employee within his/her department to handle the account reconciliation responsibilities and meet established deadlines.

- i. If the card is used for the purpose of covering authorized travel expenses, the cardholder shall submit a fully itemized travel expense voucher within 15 days of returning from such travel. Any charges against the purchasing/credit card not properly identified on the travel expense voucher or not allowed following an audit (as required by RCW 42.24.080) shall be paid by the cardholder by check, U.S. currency or salary deduction.

5. City Procedure:

- a. If, for any reason, disallowed charges are not repaid by the cardholder before the statement is due, the city shall retain a prior lien against and a right to withhold any and all funds payable to the cardholder up to the amount of the disallowed charges and interest at the same rate as charged by the purchasing/credit card.
- b. Finance charges will not be paid by the city. If the statement and receipts are not submitted to the purchasing card administrator by the due date, the purchasing/credit card limit will be set to zero until the information is received. Also, the city may revoke the purchasing/credit card under Section 6 herein.
- c. Cardholders shall not use the card if any disallowed charges are outstanding and shall surrender the card upon demand of the Finance Director.

6. Card Revocation. The city shall have unlimited authority to revoke the use of any purchasing/credit card, and upon delivery of a revocation order to the purchasing/credit card company, shall not be liable for any costs. A purchasing/credit card may be revoked by the purchasing card administrator under any of the following circumstances:

- a. If the card is used in a manner inconsistent with city policy or
- b. If the cardholder transfers to another department;
- c. If the cardholder resigns or is otherwise terminated from the city;
- d. If the monthly purchasing/credit card is not properly reconciled or received by the purchasing card administrator according to the established schedule;
- e. If finance charges are incurred as a result of an officer/official or employee's failure to comply with Section 4;

- f. If the card is lost or stolen.

Z. PERSONAL TELEPHONE CALLS

Personal calls on city telephones and city-owned cellular phones are generally discouraged. However, an employee may call if the failure to call will interfere with their performance. Such calls should be brief and to the point. Employees who use city-owned cellular telephones shall sign reimbursement agreements which authorize withholding of employee pay for failure to pay reimbursement of personal calls not authorized. Personal long distance calls shall be approved by the City Administrator or the employee's department manager. The employee shall reimburse the city for the call.

If approved by the city, an employee may use their personal cellular phone for business-related calls and be reimbursed by the city.

AA. INJURY PROCEDURE

In case of injury, no matter how minor the injury seems, an employee shall contact their supervisor or department director to report the injury. Employees have the right to go to the doctor of their choice. All medical bills that arise from a workplace injury or occupational disease will be paid by the Washington State Fund. Be sure to notify the doctor that the injury is work-related and he/she will complete a Report of Industrial Injury or Occupational Disease form and send it to the Department of Labor and Industries. This is the first step in filing an industrial insurance claim.

BB. CONTACT WITH NEWS MEDIA

The Mayor, City Administrator, or designated department directors shall be responsible for all official contacts with the news media during working hours, including answering of questions from the media. The Mayor, City Administrator, or department head may designate specific employees to give out procedural, factual, or historical information on particular subjects.

CC. SUBSTANCE ABUSE

1. The city may discipline or terminate an employee possessing, consuming, controlling, selling or using alcoholic beverages, illegal drugs, or other controlled substances during work hours. The city may also discipline or terminate an employee who exhibits an on-going dependence on alcoholic beverages, illegal drugs, or other controlled substances which, in the city's opinion, impairs the employee's work performance, poses a threat to the public confidence, or is a safety risk to city employees or others.

2. Employees who self-report an alcohol, drug, or controlled substance dependency problem will not be subject to retaliation or discrimination. Employees who voluntarily seek treatment may use sick leave to attend a bona fide treatment or counseling program. The city may condition continued employment on the employee's successful completion of treatment or counseling programs and future avoidance of alcohol, drugs, or other controlled substances.
3. Employees using any prescription or over the counter drugs which might impair their work performance are requested to notify the City Administrator. Such information shall be kept strictly confidential in accordance with the provisions of the American with Disabilities Act (ADA). Employees with impaired work performance will be subject to a process of reasonable accommodation which may include reassignment to less hazardous duty or if the individual cannot be accommodated in the work place, placed on sick leave.

DD. DRUG-FREE WORKPLACE

1. The manufacturing, distribution, dispensation, possession, and use of unlawful drugs or alcohol on city premises or during work hours by city employees is strictly prohibited.
2. Employees must notify their direct supervisor within five (5) days of any conviction for a drug violation in the workplace.
3. Violation of this policy can result in disciplinary action, including termination. Continued poor performance or failure to successfully complete an assigned rehabilitation program is grounds for termination.
4. Any employee required to have a commercial driver's license and operate a vehicle over 26,000 lbs. in gross vehicle weight needs to comply with federal drug testing requirements.

EE. WHISTLEBLOWER ACT

1. Employees should be encouraged to disclose to the extent not expressly prohibited by law, improper actions of local officials and employees without fear of retaliation.
2. Any improper actions shall be submitted in a written report to the City Administrator and, in addition, to the appropriate person or persons outside the local government. In the case of an emergency, the report does not have to be filed in writing.
3. The identity of a reporting employee shall be kept confidential to the

extent possible under law, unless the employee authorizes the disclosure of his or her identity in writing.

4. A copy of the RCW governing the Whistleblower Act shall be posted in each work area and a copy provided to any employee who requests one.

FF. CODE OF ETHICS

1. The following are definitions of some of the terms used in the city's ethics policy:

Gift means anything of economic value, not including campaign contributions, informational materials exclusively for official or office use, memorials, trophies, and plaques of no commercial value, gifts of \$20.00 or less for bona fide, non-recurring, ceremonial occasions or any gifts which are not used and which within thirty days after receipt are returned to the donor, or donated to a charitable organization without seeking a tax deduction.

Compensation means anything of economic value, however designated, which is paid, granted or transferred, or is to be paid, granted, or transferred for, or in consideration of, personal services to any person.

Confidential means information or data, regardless of form, acquired by a public employee or official in the course of his or her duties which is either not subject to public disclosure under the Open Meetings and Record Act, RCW 42.17.255, et seq. or is prohibited from release to the public or unauthorized city employees under state or federal statute. Examples include, but are not limited to:

- a. Information obtained in an executive session of the City Council;
- b. Private medical information prohibited from unauthorized disclosure under the Americans with Disabilities Act; or
- c. Nonconviction data prohibited from release under the provisions of the Criminal Records Privacy Act.

Public officers and employees mean all employees, including regular full and part-time, represented and auxiliary, and temporary and seasonal/hourly employees of the city for purposes of this code of ethics. As declared in state law, high moral and ethical standards among public servants are essential to the conduct of government in order to eliminate conflicts of interest, improve standards of public service, and promote and strengthen the faith and confidence of our citizens in their

government.

2. The public trust prohibits employees from giving or receiving any compensation (other than regular salary), gift, reward, or gratuity for any matter connected with or related to their services as an officer or employee of the city. This provision shall not, however, prohibit the acceptance of business meals of nominal value on an infrequent basis. Except as authorized by law in the course of his or her official duties, no city employee shall use the power or authority of his or her office or position with the city in a manner intended to induce or coerce any other person to provide such city employee or any other person with any compensation, gift, or other thing of value directly or indirectly.
3. Employees may not disclose confidential information gained by reason of their official position, nor otherwise use such information for their personal gain or benefit. Nor shall a city employee be additionally employed or engage in any business or profession which could benefit from confidential information acquired through his/her position with the city.
4. This policy is not intended to address all prohibited behaviors that may constitute conflicts of interest for employees.

GG. VOLUNTEERS - REFRESHMENTS

The serving of coffee, other light refreshments and meals at meetings involving volunteers and other "quasi-employees" may be authorized as a limited form of compensation for people who otherwise might be entitled to monetary payment.

HH. INTERNET AND ELECTRONIC MAIL USE

Employees are responsible for using the Internet and Electronic Mail in an ethical, legal and conservative manner. All internet and e-mail communications made with City equipment are the property of the City and subject to review.

1. Internet and Electronic Mail access is provided to employees as a research and communication tool to help conduct city business. Employees are not to use city-owned equipment, service, information technology or other resources for personal purposes. Employees are trusted to exercise good judgment in both duration and frequency of Internet and e-mail use. The e-mail system shall not be used as a method of communicating non-essential information to city staff. The "County-wide" message feature shall be used only by the City Administrator or his/her designee.

2. Employees are discouraged from downloading software from the Internet. When there is clear business reason for downloading Internet software, the appropriate anti-virus detection program(s) should be used with the approval of the Information Systems Specialist.
3. If unsure whether materials are copyrighted, then don't use such materials without the written permission of the author.
4. City Internet users shall not post to newsgroups without consent from the City Administrator.

POSITION CLASSIFICATION PLAN

A. DEVELOPMENT AND MAINTENANCE

The City Administrator or a designee shall be responsible for the development and maintenance of a position classification plan that describes the responsibilities, authority and qualifications for each job position and the class to which the position is assigned.

B. CLASSIFICATION CRITERIA

Permanent positions shall be included within the same class if:

1. They are so similar in respect to duties and responsibilities that the same descriptive title may be used;
2. Substantially the same requirements as to education, experience, knowledge, and ability are demanded of applicants;
3. Substantially the same tests of fitness may be used in choosing qualified appointees;
4. The same schedule of compensation can apply with equity.

C. RECLASSIFICATION OF POSITIONS

The City Administrator or a designee shall periodically evaluate changes in position and/or class responsibilities, authority, and qualifications. Such changes shall be reflected by revisions in class specifications and re-assignments with the classification plan.

Reclassification, alteration, or omission of existing classifications shall be approved by the City Administrator.

D. NEW POSITION CLASSIFICATION

When a department director requests a new position classification, a written position description shall be submitted to the City Administrator. The proposed description may be approved or amended by reassignment to another class or by revising the position specifications.

E. APPEAL OF CLASSIFICATION

A permanent full-time employee, or his/her representative, may request a re-consideration of their position classification. The employee shall file a written

justification with his/her department director. The director shall review the request and forward it to the City Administrator with his written comments. The City Administrator may deny the request or revise the classification.

PERFORMANCE - PAY SYSTEM

A. GOAL

Pay for performance does not merely mean paying some employees more than others. Rather, it entails a whole compensation philosophy that includes comparability principles, position in a salary range, acceleration policy, etc., to achieve an integrated and balanced system. The goals of a pay for performance system reflect this philosophy:

Use performance evaluations as the basis for determining pay adjustments.

Provide equal pay for equal performance so that salary and overtime corresponds to an employee's performance level.

Accomplish "pay-for-performance" within constraints of the salary structure and available funding and to enable employees to work productively, efficiently, and effectively, both with tasks and people.

Provide for training to improve objectivity and fairness in the evaluation of performance.

The system emphasizes the maintenance of pay distinctions consistent with performance distinctions. This is achieved by placing employees in a pay position based on performance, not longevity. Thus, the employee who eventually is paid near the top of the range should be among the city's best performers.

Also inherent in this concept is the principle that once employees are positioned in a pay step they must maintain their performance to maintain their position.

A salary point placed above the middle of the pay range indicates that the level of performance should exceed the minimum essential job requirements and average performance for the position.

The pay range schedule is a statement of policy of the City Council as to the minimum and maximum they are willing to pay for properly classified positions. Also, the pay schedule is a motivational tool for management.

B. PERFORMANCE EVALUATION

The performance evaluation is the foundation for moving an employee along the pay range in either direction.

Performance evaluations of city employees shall be conducted annually by the

department director and/or City Administrator to evaluate the employee's level of general performance and accomplishment of the city's goals and objectives. Salary adjustments will be based on evaluation of work-related productivity, effectiveness, and efficiency, with both tasks and people, within specific budgetary limits and conducted once each year. The employee's performance evaluation will determine the progress of the employee reaching the mid-point salary in the classification's range or higher levels of performance and merit compensation.

An employee's performance shall be evaluated by his/her immediate supervisor on the anniversary of the employee's employment date or after the date which ends a probationary period. Department directors will be evaluated by the City Administrator with a concurring opinion by the Mayor. A supervisor must evaluate an employee more than annually when:

- The employee is to be moved within the pay range (either direction) for any reason other than a Cost of Living Adjustment;
- The employee's performance is judged by supervisors as deficient;
- The employee requires re-training;
- An employee is placed on a 60-day conditional employment;
- An employee is demoted; or
- The city terminates an employee.

At the time of evaluation, the supervisor and employee shall meet to discuss accomplishments and performance strengths and weaknesses. The evaluation shall be recorded on the performance evaluation form and a copy shall be retained in the employee's personnel file.

The supervisor has the responsibility to review and assess an employee's performance on each essential job element as per the employee job description.

In the written evaluation, the following factors should be considered by the supervisor.

1. Improvements in effectiveness, productivity, and quality of work.
2. Timeliness of performance.
3. Attention to cost efficiency at work.
4. Relationships with other employees, associated professionals, clients, and the public.

Following the evaluation of performance and the completion of a written evaluation, the supervisor may recommend a pay adjustment in either direction along the range.

The written evaluation and the recommendation for a pay adjustment shall be discussed with the employee by the evaluating supervisor. The supervisor will advise the employee that he/she may respond in writing to any aspect of the performance evaluation within seven calendar days. The employee will also be advised that they may grieve their evaluation under the city's personnel grievance procedure.

After the discussion, the supervisor will forward the evaluation, the pay recommendation, and any written response by the employee to the department director. The department director will review the evaluation. Where necessary, the director will require further explanation or justification. The director may approve or modify any ratings or pay recommendation. Then, the evaluation and recommendation(s) will be forwarded to the City Administrator for review, approval, or modification and processing.

C. PAY ACCELERATION FACTORS

Under the pay for performance system, management has the flexibility to move employees from the minimum to the maximum rate consistent with their performance and the city's acceleration policy.

A new employee shall enter the pay range for their position at the minimum level unless the Mayor and/or the City Administrator determine that the employee's qualifications warrant a position higher in the range. A new employee shall not enter their pay range higher than mid-range unless prior approval is received from the City Council.

All employees are eligible for a pay adjustment after employees have served their probation periods and on each anniversary thereafter. An employee shall not receive more than one accelerating performance pay adjustment in a calendar year. A recommendation for a pay adjustment (accelerating/de-accelerating) shall be justified in a written performance evaluation.

No employee can receive less than the minimum or more than the maximum rate of the pay range assigned to his/her position.

D. PAY PERIOD

Employees shall be paid on the 5th and 20th of the month or the closest working day, or as authorized by the Mayor or the City Administrator. New employees who work less than a calendar month shall be paid for actual hours worked. The

rate per hour shall be calculated by dividing the annual salary by 2,080 hours.

E. SALARY RANGE ADJUSTED ANNUALLY

1. The City Administrator shall brief the Mayor and City Council regarding timing and considerations for adjusting employees' compensation.
2. City employees shall have the opportunity to suggest modifications in salaries and other wage supplements to the City Administrator.
3. The City Administrator shall conduct annually a compensation survey in accordance with labor market and benchmark classifications as selected by the City Administrator and approved by the City Council.
4. The City Council shall give the Mayor and City Administrator policy guidance regarding adjustments to the employee compensation program, based on the following criteria:
 - a. Ability of city to pay;
 - b. Compensation survey information;
 - c. Changes in cost-of-living;
 - d. Desires of the employees;
 - e. Compensation adjustments for other employees.
5. The City Administrator shall make recommendations to the Mayor and City Council regarding salary range and fringe benefit modifications. Salary range adjustments shall be based on the compensation survey and internal salary relationships.
6. Employees who have satisfactorily completed a six-month employment probationary period shall be eligible for a performance pay increase from 0% to 5% and a one-year employment probationary period shall be eligible for a performance pay increase from 0% to 8%.
7. Employees who have yet to reach the top of their salary range shall be eligible for performance pay increases of 0% to 8% each year. Such performance pay increases shall be added to their base rate of pay to compute the employee's new salary. Performance pay increases shall be approved by the City Administrator. Once an employee has reached the top of his/her salary range, the employee shall be eligible for merit/bonus compensation up to 5% of the employee's annual base salary. Such merit/bonus pay increase shall not be added to the employee's base pay. This merit/bonus pay is separate, non-cumulative compensation and must be earned through exemplary performance each evaluation period.

F. MERIT/BONUS PAY

Employees shall be eligible for merit/bonus pay increases in accordance with the provisions set forth below:

1. Merit/bonus pay increases shall be within the city's budget in an appropriate fund within each department's budget.
2. The amount of the merit/bonus pay salary increase for each employee shall be based solely on performance.
3. Merit/bonus pay salary increases shall be granted by the City Administrator and confirmed by the Mayor.

EMPLOYEE BENEFITS

A. HOLIDAYS

The following holidays established by the Legislature as state holidays shall be recognized by the city as city holidays:

New Years Day	January 1
Martin Luther King Jr. B.D.	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4th
Labor Day	First Monday in September
Veteran's Day	November 11th
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving	Fourth Friday in November
Christmas Day	December 25th
* Floating Holiday (2)	(taken at employee's discretion)

- * An employee must be on the payroll a minimum of 90 days to receive the floating holidays.

If a holiday falls on a Saturday it shall be observed on the preceding Friday. A holiday falling on a Sunday shall be observed on the following Monday.

If a department director directs an employee to work on a paid holiday, the employee shall receive pay at two times his/her hourly rate for the actual time worked.

Holidays observed during vacation or sick leave shall not be charged against such leave.

B. VACATION

Annual vacation leave is earned based on the following schedule up to a maximum of twenty-six (26) days per year:

First year	6.67 hours a month to equal 80 hours a year
Each year thereafter	an additional .67 hours per month equal to 8 hours per year

Employees should use vacation leave within the year accumulated. However, accumulated leave shall not exceed thirty (30) days at the end of the calendar year.

New general employees may use accumulated leave following their six (6) month probation and law enforcement officers following their twelve (12) month probation.

A request for vacation leave shall be approved by the department director prior to the first day of leave. Employees with greater seniority have priority if a conflict of requested leave periods occurs.

Employees leaving city employment shall be paid at a current rate of pay for all unused accumulated vacation leave.

C. SICK LEAVE

Sick leave with pay shall accrue at the rate of one working day of leave for each month of continuous full-time service. Leave accrued which is unused in any year shall accumulate for succeeding years for all regular full-time employees to a maximum of 180 days. Upon retirement, death, or mutually-agreed-upon termination, twenty-five percent of unused sick leave shall be paid to an employee with five years or more of city employment.

Employees are eligible for sick leave with pay for the following reasons:

1. Non-occupational or occupational personal illnesses or physical disability.
2. Quarantine of an employee by a physician.
3. Illness in the immediate family requiring the employee to remain at home.

An employee who cannot report to work for any of the aforementioned reasons shall report the reason(s) to his/her immediate supervisor by 8:30 a.m. of the initial day of sick leave, to provide the reason(s) for the leave and to arrange a common understanding for the period of absence. Unreported sick leave shall be leave without pay. After two consecutive days of sick leave a department director may require a physicians statement to verify the reason(s) for leave.

An employee who has taken no sick leave during any six (6) month period shall receive, as a bonus, one annual day off or one day's pay (eight hours) for each such period. It shall be the responsibility of the employee to notify the city of the eligibility of the bonus day(s).

D. MATERNITY LEAVE

Disabilities caused or contributed to by pregnancy, miscarriage, abortion, childbirth and recovery there from, are, for all job related purposes, to be considered temporary disabilities. Accrued sick leave may be used for

childbearing or related circumstances (i.e., miscarriage, abortion, or recovery there from).

If the period of disability extends beyond the employee's accrued sick leave, then she may take a leave of absence without pay or benefits not to exceed one year. The conditions of the leave of absence shall be agreed upon by the employee and the city. The employee shall notify the city two weeks, if possible, before her anticipated date of departure. A three to four week recovery period is considered reasonable in the absence of extenuating circumstances.

Female employees cannot be denied the opportunity to work during the entire period of pregnancy. They may continue working if a physician concurs with her ability to work, and the responsibilities of the job are satisfied. Proof of the physician's concurrence shall be submitted when requested by the city. Upon return from maternity leave, an employee shall return to her same job or a similar job with at least the same pay.

All provisions shall apply equally to married and unmarried women.

E. MILITARY LEAVE

A city employee who is a member of the State National Guard or a Federal Reserve Military Unit is entitled to be absent from work, with full pay, for fifteen (15) calendar days during each calendar year to comply with ordered military duty. Such leave shall not affect accrued vacation or sick leave.

Employees who are called or volunteer for service with the armed forces of the United States or the Washington National Guard shall be entitled to be considered for reinstatement in accordance with the provisions of the State Law (Ch. 73.16 RCW).

An employee promoted to fill a vacancy created by a person serving in the armed forces shall hold such position subject to the return of the incumbent. The employee affected by the return shall be restored to the position he or she held previously or any other equivalent positions. A new employee hired to fill a vacancy created by a person serving in the armed forces shall hold such position subject to the return of the incumbent. The employee affected by the return shall be placed in a vacant similar position. If no vacancy exists, the person may be laid off.

F. COMPASSIONATE LEAVE

An employee may be granted leave with pay, not exceed five working days, for the death of an immediate family member.

G. FUNERAL PARTICIPATION

An employee may be granted a reasonable time off to participate in a funeral ceremony.

H. JURY DUTY/WITNESS APPEARANCE

It is the civic obligation of each employee to serve on a jury or to testify as a witness when called or subpoenaed. While appearing as a jurist or a witness, an employee shall receive full pay. However, the city will deduct any jury fee or witness fee the employee receives.

I. VOTING

When an employee's work schedule is such that he/she cannot vote prior to the normally scheduled working hours, he/she shall be allowed time off to vote without loss of pay, accrued vacation, or sick leave.

J. COMPENSATORY LEAVE

Compensatory time off equivalent to the overtime hours worked in lieu of overtime pay may be arranged by mutual agreement between the city and the employee.

K. WORKMEN'S COMPENSATION

The city shall insure city employees, excluding LEOFF I personnel, with the State Workmen's Compensation Plan. An employee receiving pay for sick leave who is eligible for time-loss payments under the workmen's compensation law, shall for the duration of such payments, receive only that portion of his regular salary which, together with said payments, will equal his regular salary. To avoid hardship on the employee caused by a time lag in time-loss payments, the employee shall be paid full salary. As the employee receives time-loss payments he/she shall endorse such payments to the city.

L. MEDICAL COVERAGE

The city shall pay the group medical, dental, orthodontia, and vision premiums as follows:

Employee	100%
Dependents	100%

Medical insurance shall be provided by AWC Plan A. A brochure detailing the coverage shall be available to all employees participating in the group plan.

M. BENEFIT PLAN

The city shall provide and maintain a benefit plan as a substitute for Social Security benefits. The plan shall consist of these benefits:

1. Long-term disability;
2. Life insurance;
3. A deferred compensation plan for retirement income; and payroll deduction for elective short-term disability or other coverage.
4. The City Administration shall select the corporation or corporations that will manage these benefits.

N. OVERTIME

1. When approved by a department director, overtime shall be paid for each hour worked beyond eight (8) hours a day or forty (40) hours a week. The rate of pay shall be one and one half times the normal hourly rate of pay. Overtime pay shall be calculated to the nearest half hour interval.
2. Department directors shall receive pay for overtime when the following conditions exist:
 - a. A paid overtime employee is not available;
 - b. The work performed is non-supervisory; and
 - c. The work must be accomplished immediately.

The rate of pay shall be one and a half times the averaged pay rate for the position normally required to perform the work.

O. TRAVEL TIME

1. Home to Work Travel. Time spent traveling from home to work is not generally compensable. In addition, the time spent by an employee traveling from home to a local airport, bus depot or train station in order to get to an out-of-town meeting is not compensable.
2. Travel During Workday. Time spent traveling from one job site to another during the work day is compensable.
3. Out-of-Town Travel. If an out-of-town meeting takes place during the employee's regular working hours, time spent driving to the meeting or

attending the meeting is compensable. If the out-of-town meeting does not take place during the non-exempt employee's regular working hours, only the time spent driving is compensable. Travel time spent by an employee outside of regular working hours as a passenger in a car, boat, bus, airplane or train to an out-of-town meeting is not compensable.

P. CALL BACK

When an employee is called into work during his/her normal off-time, a minimum of two hours overtime pay shall be paid.

Q. STAND-BY STATUS

An employee scheduled for "standby status" shall be compensated as follows:

1. If the standby period is less than eighteen (18) hours, the employee shall receive one (1) hour of pay at the straight time rate; or,
2. If the standby period exceeds eighteen (18) hours but not twenty-four (24) hours, the employee shall receive two (2) hours pay at the straight time rate;
3. After twenty-four (24) hours, compensation is calculated by repeating the aforementioned method.
4. If the employee is called back to work while on stand-by, compensation shall be governed by personnel regulations on call back. Stand-by status will then begin when the call back ends.

The method of scheduling personnel and the determination of periods for stand-by assignments shall be the responsibility of the department director or his designee.

R. TRAVEL REIMBURSEMENT

When employees are required to travel on city business, they shall be reimbursed for:

1. Private vehicle use at the current Internal Revenue Service business mileage rate.
2. The actual and reasonable expenses for lodging and meals.

When employees are making travel and accommodation arrangements, it shall be the responsibility of the employee to obtain, whenever available, government discount rates.

S. EDUCATION PROGRAM

Upon satisfactory completion of a job related educational course when the employee who desires to take the course has prior written approval from the City Administrator, the city shall reimburse the employee for the educational course up to a maximum of \$160 per credit hour for undergraduate courses and \$250 per credit hour for graduate courses. The city agrees to compensate reasonable expenses for textbooks required for such course and will retain such textbooks in the department of the department director.

T. SHARED LEAVE

The purpose of shared leave is to permit city employees, at no additional employee cost to the city other than the administrative cost of administering the program, to come to the aid of a fellow employee who is suffering from illness, injury, impairment, physical or mental conditions which has caused, or is likely to cause, the employee to take leave without pay or to terminate his or her employment. The City Administrator may permit an employee to receive shared leave under this section if:

1. The employee suffers from an illness, injury, impairment or physical or mental condition, which has caused, or is likely to cause, the employee to go on leave without pay or to terminate his or her employment with the city.
2. The employee has depleted or will shortly deplete his or her total of accrued vacation, sick leave, compensatory time, holiday time, and/or other paid leave.
3. Prior to a request to use of shared leave, the employee has abided by the sick leave policy.
4. The employee has diligently pursued and is found to be ineligible for state industrial insurance benefits or such benefits have been exhausted.
5. Use of shared leave will not significantly increase the city's costs except for those costs which would otherwise be incurred in the administration of this program and which would otherwise be incurred by the employee's department.

The City Administrator shall determine the amount of shared leave, if any, which an employee may receive under this resolution. The employee shall be required to provide appropriate medical justification and documentation both of the necessity for the leave and the time that the employee can reasonably be expected to be absent due to the condition. Shared leave cannot be used to extend the absence of the employee beyond the post-leave time prescribed by

State Statute, the applicable labor agreement, or city policy.

Shared leave shall be funded through voluntary transfers of accrued vacation and/or sick leave from other city employees to the employee approved for a shared leave. Co-workers who donate leave must retain a reasonable amount of accrued vacation and sick leave to protect them from a wage loss due to illness or injury and to enjoy a reasonable vacation period. All donations shall be voluntary. The Finance Director shall determine that no significant increase in city costs will occur as a result of the transfer of leave.

While an employee is on shared leave, he or she will continue to be classified as a city employee and shall receive the same treatment, in respect to salary and benefits, as the employee would otherwise receive if using vacation leave.

1. All salary benefit payments made to the employee on a shared leave shall be made by the department employing the person using the shared leave.
2. The employee's salary rate shall not change as a result of being on shared leave nor, under any circumstances, shall the total of the employee's salary and other benefits, including but not limited to state industrial insurance or any other benefit received as a result of payments by the city to an insurer, health care provider, or pension system, exceed the total of salary and benefits which the employee would have received had he or she been in a regular pay status.

Leave shall be transferred on a dollar-for-dollar basis. The value of the leave shall be determined at the current hourly wage of the transferor and the leave available to the receiving employee shall be calculated at the receiving employee's wage.

The Finance Director shall be responsible for computing values of donated leave and shared leave, and shall also be responsible for adjusting the accrued leave balances to show the transferred leave. Records of all leave time transferred shall be maintained in the event any unused time is returned at a later date. The City Administrator shall report annually to the City Council as a part of the budget process regarding this program, its usage and any costs associated with it.

The value of any leave transferred, which remains unused shall be returned at its original value to the employee or employees who donated the leave. The City Administrator shall determine when shared leave is no longer needed. To the extent administratively feasible, the unused leave shall be returned on a pro-rata basis.

The City Administrator shall monitor the use of shared leave to insure equivalent

treatment for all employees of the city. Inappropriate use or treatment of the shared leave provision may result in cancellation of the donated leave or use of shared leave.

This is a pilot program and creates no vested rights. It may be amended, suspended or terminated at any time by the City Council.

U. LICENSING AND MEMBERSHIP

The employer shall pay all employee's organization membership dues, certifications and licenses required by the employer. Such licenses, certifications and dues shall include but are not limited to all building, plumbing, mechanical, fire, water, sanitary sewer and electrical organizations and agencies.

DISCIPLINE

A. GOAL

How an organization disciplines has a profound effect on work group attitudes, on personal relations between employees, and on organizational performance. The goal of this system is "positive discipline".

Positive discipline is based on an examination of organizational objectives and of behaviors which will accomplish them. Its objective is to modify undesirable behavior rather than punish it.

B. PROCEDURES

Not all unsatisfactory performance or breaches of discipline have equal effects on the city's goals. Nor are all employees equal in their performance histories. Therefore, department directors /managers must select an approach based on the magnitude of the breach and the employee's past performance. Several approaches are available.

1. Counseling - Step Method

Step One - A supervisor will speak with the employee in a casual manner and will describe to the employee that his/her unsatisfactory performance or lack of discipline compromises any and all city goals. The employee will also be reminded of the high standard of performance that is expected of everyone and that only responsible performance achieves organizational or personal success. This counseling will be recorded in the employee's personnel file.

Step Two - In the event of further incidents within eight weeks, Step One is repeated with some variation. The employee is asked to consider whether he/she is truly interested in being a part of the organization or is going to continue the behavior which is subject to discipline. If the employee elects to stay employed, then the emphasis will be to clarify for the employee the difference between the employee's behavior and city standards. The employee is asked to make an on-going commitment to city standards. This counseling is documented in the employee's personnel file.

Step Three - The employee who commits another incident of unsatisfactory performance within eight weeks of Step Two will be sent home for the rest of the workday and instructed to consider whether he/she does or does not wish to abide by city standards. The employee will receive full pay for the time as a last expression of the city's hope that he/she will wish to stay and abide by all standards. The employee will be

instructed to return the following workday with a decision. Documentation will be made in the employee's personnel file.

If no further incidents occur within eight weeks of any Step (except Step Three) such step is cleared from an employee's record. Should another incident happen at a later time, Step Three may be implemented.

In cases of several incidents occurring at unusually close intervals, or serious breaches of discipline, Steps One and Two may be skipped.

2. Conditional Employment - 60 days. A department director may place an employee, who is in Step Three of counseling, on conditional employment for sixty (60) days. The department director will evaluate the employee's performance every twenty (20) days. If the employee's performance is satisfactory at the end of sixty (60) days he/she will not be subject to Counseling Steps One or Two as a consequence of any subsequent disciplinary incidents, but will be subject to Step Three and or other disciplinary measures. If his/her performance is not satisfactory, he/she may be terminated with the approval of the City Administrator. When an employee does not demonstrate improvement during any 20-day review period they may be terminated prior to the end of 60 days.
3. Suspension With Pay - Department directors may suspend an employee with pay if the employee does not appear to be physically or psychologically suitable for work and a further evaluation is necessary to determine this fact.
4. Suspension Without Pay - Suspension without pay shall only be used for serious breaches of organizational or professional policies and procedures, or alleged criminal behavior. This shall be the most severe action in lieu of termination. The reasons for suspension shall be written and a copy given to the employee.
5. Termination - Discharging an employee should occur when there is little probability of modifying unsatisfactory behavior or performance, or when the behavior subject to discipline is a risk to the safety of other employees, or the misconduct is so severe that public trust and confidence is compromised.

The City Administrator shall approve all recommendations for termination. A discharged employee shall be notified in writing by the department director. Such notification shall include supporting reasons.

GRIEVANCE PROCEDURE

A. RIGHT TO GRIEVE

An employee may grieve the interpretation, meaning, or application of any provision in these regulations.

B. PROCEDURE

Under no circumstance may an employee maintain more than one appeal of the same issue under these available appeal procedures. This procedure shall apply unless preempted by state law, Civil Service Rules, or a union contract.

1. The employee shall discuss the grievance with his/her immediate supervisor within ten (10) working days of the incident causing the dispute. The supervisor shall respond, in writing, within ten (10) working days. Copies of all documents shall be forwarded to the City Administrator.
2. If the employee is not satisfied with the supervisor's response, he/she may submit a written complaint to the department director. Such complaint must be filed within five (5) working days following receipt of the supervisor's response. The department director shall respond, in writing, within five (5) working days. Copies of all documents shall be forwarded to the City Administrator.
3. If the employee is not satisfied with the director's response, he/she may file a written complaint with the City Administrator. The complaint must be filed within five (5) working days of receiving the director's response. The City Administrator shall respond, in writing, within five (5) working days.
4. If the employee is still not satisfied, the City Administrator may agree to other means to resolve the dispute. Otherwise, the City Administrator's decision is final.

No punitive action shall be applied to an employee for using the grievance procedure.

SEVERABILITY

If any provision of these Personnel Regulations, or if their application to any person or circumstances is held invalid, the remainder of the Personnel Regulations, or the application of the provision to other persons or circumstances is not affected.

May 25, 1995

Bill Stoner, Chairperson
Planning and Environment Committee
Pierce County Council
930 Tacoma Avenue South
Tacoma, Washington 98402-2176

Re: Transportation Plan, Project P138

Dear Mr. Stoner:

We do not feel it is either appropriate or wise to include this proposed road project (P138) in the County Transportation Plan. The only reason this proposed project has remained alive is due to one member of the Planning Commission who erroneously thought the county owned right-of-way for this project. This is not the case, as all of the land for this proposed road is privately owned.

In a recent conversation I had with Glen Stenbeck, Assistant Chief of Support Operations for Fire District 5, he stated that in 1981 when the fire district was preparing their Master Plan, they considered the extension of 66th Avenue (P138) NW. He said, however, that the fire district will not lobby for this road project. The district will take into consideration the local residents' strong opposition to this proposed project. Mr. Stenbeck's only concern was that the residents be aware that the response time will not be shortened. (Refer to petition signatures.)

Tom Bates, of the architectural firm BLR+B, stated on March 8, 1994 that he does not want a public road through the property the Peninsula School District owns which would be intersected by this proposed project. (See enclosed letter.)

This is a rural area of the peninsula, outside Gig Harbor's Urban Growth Area. The 87 acres owned by us is to be left in its natural state in a Conservation Easement. This land would be heavily impacted by this proposed road and we have no intention of relinquishing any right-of-way. Bordering this 87 acres to the north is the 100 acres owned by the Peninsula School District. District Administration in the past has publicly stated that if this land is not used for schools, it should be left for public use, perhaps as open space or natural areas. To the east of this land, lies 100 acres of DNR land including old growth timber, to be left in its natural state. To the northwest lies the 100 acre Sehmel Homestead which is to be purchased with Conservation Future's Funds to be maintained as open space and park land. All in all, there are almost 400 acres of land which could be left in its natural state for future generations to treasure and enjoy. We do not feel an arterial is appropriate in this area.

May 25, 1995

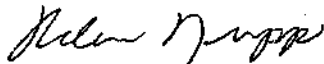
This land is the home or foraging area for at least 70 different species of wildlife. (See enclosed list.) P13B is listed as a proposed project that could potentially impact critical wildlife habitat. This proposed project could also negatively impact three salmon bearing streams: Mark Dickson, McCormick and Marble. The major drainageway way which could be crossed by this proposed road is one continuous waterway from McCormick Creek in the north to Mark Dickson Creek in the south which enter Henderson and Rosedale Bays respectively. (See enclosed Map.)

Present and projected traffic patterns do not show a need for a new north-south arterial, especially given the fact that P13A, which is the completion of an existing county arterial, lies inside the Gig Harbor UGA only a short distance from P13B and will be completed this summer. (See enclosed map).

The potentially very harmful effects this proposed project could have on the wildlife, surface water and aquifer, plus the overwhelming public opposition to this arterial beg to have this project removed from the Plan.

The Pierce County Transportation Summary states: "From the start, this plan has come from the community. Your comments and concerns guided this plan. Now we want to provide plenty of chance for you to affect the final product." We ask your co-operation in validating that quote by dropping this project from the Transportation Plan.

Sincerely,



Wayne and Helen Nupp
Robert and Jo Roby
Carl and Jeanne Campen

9229 66th Avenue NW Gig Harbor, Wa 98332
9201 66th Avenue NW Gig Harbor, Wa 98332
9219 66th Avenue NW Gig Harbor, Wa 98332

August 21, 1995

Mr. Terry Lee, Chairman
Pierce County Planning Commission
2401 South 35th Street
Tacoma, Washington 98409

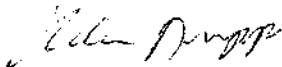
Re: P138, the extention of 66th Avenue NW

Dear Mr. Lee:

On behalf of the Rosedale community which includes the 238 residents who signed the submitted petition opposed to this proposed road project, I ask the Pierce County Planning Commission to:

1. Oppose any Corridor Study for P138/Its inclusion in the Six Year Road Plan.
2. Oppose including P138 in the Capital Facilities Element of the Pierce County Comprehensive Plan.
3. Support the deletion of P138 from the Pierce County Transportation Plan.

Sincerely,



Helen Nupp
9229 66th Avenue NW
Gig Harbor, Washington 98332

Attachments

November 7, 1992

Mayer Gatchen Wilbert and Gig Harbor City Council Members
3105 Judeon Street
Gig Harbor, Washington 98335

Dear Madam Mayor and Council Members:

We oppose the proposed USC and RB-2 zoning for the Tallman Annexation as being too intense for the land in question. This proposed zoning would have an adverse impact on the extensive wetlands on the property, the neighboring residential developments of Cedarcrest and Sunnybrae, indeed on the rural character so valued on the whole Gig Harbor peninsula.

Wetlands form a large portion of the Tallman property. We feel conservancy zoning should be established to adequately protect the important functions provided by this sensitive land. The County-Wide Planning Policy on Natural Resources, Open Space and Protection of Environmentally Sensitive Land includes wetlands and aquifer recharge areas. Under this policy "The county and each municipality in the county shall maintain the following relationship between environmentally sensitive lands and development: Give priority to protection of these lands, adopt a no net loss approach and provide protection through the provision of adequate buffers. The county and each municipality shall develop a plan for the provision of open space considering the following: Environmentally sensitive lands may also include open space and/or greenbelt areas. Open Space is defined in conjunction with recreation and facilities." Open space ranked as the highest priority on a recently completed park and recreation survey. The residents surrounding this proposed annexation would like to see a ~~larger~~ part of this land reserved for park use.

The rural character of the peninsula is the reason most residents choose to live in this area. We feel this ambience needs to be preserved and that the rural zoning needs to be left intact. The 70' wide road through the wetlands severely impacts the area. We feel a much narrower road would be more appropriate and would allow for a much needed buffer area.

Since Councilwoman Jeanne Stevens-Taylor, along with James Tallman and Geoff Moore, is a board member in a pro-development coalition, we feel it would only be appropriate that she remove herself from any discussion and voting on this issue.

In summary, we support the Gig Harbor Planning Commission's recommendation of RB-1 and R-1 (zoning) for this property if the above mentioned changes are made in the proposal. Strip development is already manifesting itself on the peninsula; (the Olympic interchange a disaster.) We do not wish to have more of this intense retail-commercial development. Gig Harbor should not become Bellevue West.

Sincerely,

Wayne + Helen Dupp
9229 66th Ave. NW
Gig Harbor, Wa 98332

Robert + Jo Ruby
9201 66th Ave NW
Gig Harbor wa 98332

July 13, 1992

Pierce County Planning Commission
2401 South 35th Street
Tacoma, Washington 98409

We oppose Pierce County Transportation road projects P13B and P59. Both of these projects lie outside the newly adopted Big Harbor urban growth boundary. Hundreds of residents near these projects have stated their opposition to these projects. Two PCTAC members voted their objections to giving these projects a medium rating and stated these projects should be eliminated from the list entirely.

P59 proposes alignment, improvement and shoulders to Lombard Drive from Rosedale Street to Hunt Street. 188 acres on both sides of Lombard Drive are in trust to remain in their natural state. This land is heavily wooded in mature conifer and deciduous trees including magnificent broad leaf maples which arch over the road. To change this road seems completely insensitive to the natural environment, the objectives of the Ellis trust and the wishes of the local residents.

P13B proposes that 66th Avenue NW be upgraded and extended to Eujacich Road NW. Many of the residents along 66th Avenue NW are strongly opposed to this project including the Carl Campens and the Robert Robys who own 87 acres which lie along the route of this proposed extension. This land is in greenbelt and contains wetlands. This land and neighboring land is prime habitat for a variety of wildlife including black bear, deer, red fox, coyote, raccoon and smaller mammals along with a diverse population of bird life including raptors and blue heron. No paved or even gravel road exists on more than half of the proposed route.

Given the fact that P13A, which has a premier ranking, would create the same linkage to Rosedale Street NW from Eujacich Road NW, lies inside the Big Harbor urban growth boundary and lies on land zoned commercial, we feel the above two road projects are irresponsible and unnecessary. The Pierce County Transportation Plan Summary states: "From the start, this plan has come from the community. Your comments and concerns guided this plan. Now we want to provide plenty of chance for you to affect the final product." We ask your co-operation in validating that quote by dropping these two projects from the PCTP or at the very least giving them a low priority ranking.

Sincerely,

Wayne and Helen Napp 9229 66th Avenue NW G.H. 98332
Carl + Jeanne Campen 9219-66th Ave. N.W. Big Harbor 98332
Bob + Jo Roby 9201-66th av. N.W. Big Harbor 98332

Mayor Wilbert and City Council Members
City of Gig Harbor
3510 Grandview
Gig Harbor, WA. 98335

July 7, 2003

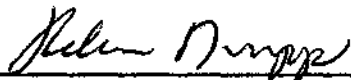
Dear Mayor Wilbert:

During discussion of U-13 at the June 23rd City Council meeting, the agent for the applicants referred to a letter dated June 17 from them to the Gig Harbor City Council. I was present at that City Council meeting, and addressed the Council, but was not aware of their letter at that time.

Subsequently, I did obtain a copy of that letter from City Hall. The comments in it regarding my husband and I were surprising, distressing, and overall seem inappropriate and irrelevant to the issue at hand. I don't understand the basis for their comment about our supposed "disregard to environmental concerns." I have long been active on behalf of local environmental concerns. Since the early 1990's, I have participated in the Peninsula Neighborhood Association as a volunteer member, officer, and consultant. In addition, I have more recently been involved with Friends of Pierce County regarding environmental issues.

Enclosed is a small sampling of items which document this involvement, including some instances in which the Robys and Campens jointly signed statements with my husband and I. As I stated in my testimony to the Council on June 9th regarding U-13, it has been a pleasure and a privilege for my husband and I to have lived on this property, at the invitation of the Robys, for thirty-some years. Helping to preserve this natural habitat is very important to us. I concur with the Council's June 23rd decision on U-13, and I appreciate this opportunity to comment on the applicants' June 17 letter.

Sincerely,



Helen Nupp
9229-66th Avenue NW, Gig Harbor, WA. 98332



Wayne Nupp

Enclosures

Issues

Bikes are too dangerous.

Bikes will bring dirt into park.

Bikes will destroy the park.

The Danger Factor

There are claims that bikes are far more dangerous than skateboards. I can see where this argument is coming from. Bikes generally travel fast, but so do the older, more talented, skaters, will you prohibit them from skating to? Then there is the issue of brakes. Skateboarders have no way of stopping but bikes have brakes. This gives the biker a huge advantage in avoiding accidents. If a bike's brakes are not enough then you could make a time limit. There could be morning sessions put in place where bikes and skates could ride the park together. This time could be from dusk to 10 am, or any time you would give us. We would love to have any chance to ride, and believe me there would be a number of hardcore riders who would mind getting up at 5am to get some hours in at the park. For most of us bikes are the best part of our day and all we want is to be able to ride them at our home park.

Another issue that bikes will track dirt into the park. Well there are now paths that lead up to the park for the sole purpose of keeping dirt out. Skater's shoes are just as likely to track in dirt as a bike's tire. There is also the wind and other natural factors that bring dirt into the park. An outdoor skate park will get dirty no matter what. Also dirt in the park affects bikers just as well as skaters, bikes are likely to slip on the dirt which never ends good. So the bikers will be just as responsible to keep the dirt out as skaters. In fact I know of a couple times that bikers have took the responsibility of blowing out the whole park.

The last topic is that bikes will destroy the park. Most of the blame has been placed on pegs. These days' bikers strive to get their bikes as light as possible, and pegs are affected by this. Pegs are getting lighter and more and more are becoming aluminum. Aluminum is defiantly less of a hazard to the park when compared to skaters steel trucks. The heaviest damage created at Skate Park is created from skateboards axels chipping the concrete. There will no doubt be little damages made on the park over the years, but no more by bikes than skates. A solution to the chips caused by skate boards and any damages by pegs is using the 10 thousand dollars that have been set aside to build a bike track to fix any problems. The chips taken out of the park can be patched easily, fixing them as good as new. Instead of spending the 10 thousand dollars on a dirt track that the majority of bikers don't want, why not put it to good use and save it to keep the awesome park already built in prime condition.

There are many cement skate parks in the U.S. that have chosen not to segregate bikers. Many of these parks are looking very good and have not had any problems with bikes. In Canada every public park is biker friendly and all the parks are suffering no extra damage. This law that prohibits bikes from riding a public facility is keeping my fellow riders and me from doing what we love. It is keeping us from expressing our creativity, and doing something positive. It is our own sport and we hope that you will see that bikes are in no way something that should not be allowed at the park, we are not asking for special treatment, we are only asking for equal treatment.