



WENATCHEE CITY COUNCIL

Thursday, July 27, 2017

Wenatchee City Hall
129 South Chelan
Wenatchee, WA 98801

AGENDA

5:15 p.m. Regular Meeting

1. Call to Order, Pledge of Allegiance, and Roll Call.

2. Consent Items:

- Motion to approve agenda, vouchers, and minutes from previous meetings.

Vouchers:

Claim checks #182499 through #182567 in the amount of \$293,255.67 for July 13, 2017

Payroll distribution in the amount of \$15,629.76 for July 17, 2017

Payroll distribution in the amount of \$300.00 for July 20, 2017

Payroll distribution in the amount of \$303,260.00 for July 20, 2017

Claim checks #182568 through #182679 in the amount of \$420,865.41 for July 20, 2017

Claim checks #182680 through #182686 in the amount of \$1,686.33 for July 21, 2017

Wires #1419 and #1420 in the amount of \$40,894.55 for July 26, 2017

Payroll distribution in the amount of \$12,207.62 for July 31, 2017

3. Citizen Requests/Comments.

The "Citizen Comments" period is to provide the opportunity for members of the public to address the Council on items either not on the agenda or not listed as a public hearing. The Mayor will ask if there are any citizens wishing to address the Council. When recognized, please step up to the microphone, give your name and mailing address, and state the matter of your interest. If your interest is an agenda item, the Mayor may suggest that your comments wait until that time. Citizen comments will be limited to three minutes.

4. Presentations.

- National Night Out Proclamation

5. Action Items.

- A. Interlocal Agreement for County-Wide Solid and Hazardous Waste Program
Presented by Executive Services Director Allison Williams

Motion to authorize the Mayor to enter into the Interlocal Agreement between Chelan County, the City of Cashmere, the City of Chelan, the City of Entiat, the City of Leavenworth, and the City of Wenatchee for the county-wide solid and hazardous waste program

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Mayor's office at (509) 888-6204 (TTY 711). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title 1.)

- B. Utility Easement – Chelan County PUD
Presented by Economic Development Director Steve King

Motion for City Council to authorize the Mayor to sign an easement granting Chelan County PUD access for installing utilities necessary to serve the Hilton Garden Inn.

- C. Lodging Tax Advisory Committee Appointment of Charlotte Mayo
Presented by Executive Services Director Allison Williams

Resolution No. 2017-41, appointing a member to the Lodging Tax Advisory Committee to fill a vacancy for a term ending December 31, 2018.

- D. Bid Award Recommendation for South Chelan Avenue Sidewalk Improvements Phase II, Project 1611
Presented by Assistant City Engineer Jennifer Saugen

Motion for City Council to award the contract for construction of the South Chelan Avenue Sidewalks Phase II, Project 1611, to Bianchi Construction, in the amount of \$552,021.00, and further authorize the Mayor to sign the construction contract documents.

- E. 2017 - 2019 Homeless Grant Funding Recommendations
Presented by Housing Programs Coordinator Sandra Van Osten and Community Development Director Glen DeVries

Motion for City Council to accept the Homeless Steering Committee's recommendations and authorize the Mayor to:

- Enter into grant agreements between the Department of Commerce and the City of Wenatchee for the Consolidated Homeless/Housing & Essential Needs Grant (CHG/HEN) including the following potential amendments:
 - Mid-year extensions in June 2018 for HEN and any subsequent HEN subgrants.
 - CHG funding level adjustments per the limitations stipulated and recommended by the Homeless Steering Committee.
- Enter into two-year grant agreements with subgrantees as recommended above by the Homeless Steering Committee.

6. Reports.

- a. Mayor's Report
- b. Reports/New Business of Council Committees

7. Announcements.

8. Adjournment.



WENATCHEE CITY COUNCIL

Thursday, July 13, 2017

Wenatchee City Hall
129 South Chelan
Wenatchee, WA 98801

DRAFT

MINUTES

In attendance:

Mayor Frank Kuntz
Councilmember Jim Bailey
Councilmember Ruth Esparza
Councilmember Keith Huffaker
Councilmember Mark Kulaas
Councilmember Linda Herald
Councilmember Mike Poirier

Staff in attendance:

Executive Services Director Allison Williams
City Attorney Steve Smith
City Clerk Tammy Stanger
IS Support Jessi Saucedo
Public Information Officer Annagrisel Alvarez
City Engineer Gary Owen
Associate Planner Kirsten Larsen
Community Development Director Glen DeVries
Associate Planner Matt Parsons
Planning Manager Stephen Neuenschwander
Senior Planner John Ajax
Parks & Recreation Director David Erickson
Finance Director Brad Posenjak

5:15 p.m. Regular Meeting

1. Call to Order, Pledge of Allegiance and Roll Call.

Mayor Frank J. Kuntz called the meeting to order at 5:15 p.m. Councilmember Linda Herald led the Pledge of Allegiance. Councilmembers Lyle Markhart. Councilmember Mark Kulaas arrived shortly thereafter at 5:17 p.m.

2. Consent Items:

- Motion to approve agenda, vouchers, and minutes from previous meetings.

Motion to approve the consent items by Councilmember Keith Huffaker. Councilmember Jim Bailey seconded the motion. Motion carried (5-0).

3. Citizen Requests/Comments. None.

4. Presentations.

- Parks & Recreation Month Proclamation read by Councilmember Jim Bailey and presented to Parks & Recreation Director David Erickson and Parks & Recreation summer intern Hannah Craig.
- 125 Years of Service Proclamation read by Mayor Frank J. Kuntz.
- Rotary Park Presentation by Rich Peters and Randy Zielinski
- Miss Veedol/Spirit of Wenatchee Presentation by Jake Lodato and Tim Burvee
- Wenatchee Downtown Association Annual Report (Linda Haglund)

5. Action Items.

A. Improvement Agreement for Pershing Place Subdivision P-16-01

City Engineer Gary Owen and Associate Planner Kirsten Larsen presented the staff report.

Council asked questions.

Motion for City Council to authorize the Mayor to sign the improvement agreement for Pershing Place, a Planned Development Subdivision P-16-01/PRD-16-02, by Councilmember Mark Kulaas. Councilmember Ruth Esparza seconded the motion. Motion carried (6-0).

B. Final Mylar for Pershing Place, A Planned Development, P-16-01/PRD-16-02

Associate Planner Kirsten Larsen presented the staff report.

Motion for the City Council to authorize the Mayor to sign the final mylar for Pershing Place, A Planned Development, P-16-01/PRD-16-02 by Councilmember Mike Poirier. Councilmember Jim Bailey seconded the motion. Motion carried (6-0).

C. Annexation 10 Percent Petition – Shieni

Associate Planner Matt Parsons presented the staff report. Council asked question and discussed the proposed annexation.

Motion to approve the annexation boundary including the applicant's parcel at 1406 Walnut Street, the parcel at 1402 Walnut Street, and adjacent right-of-way of the ten percent (10%) annexation petition for property located in an unincorporated area northeast of Stella Avenue and Walnut Street, to require the adoption of the proposed zoning regulations as it is set forth in the Comprehensive Plan of the City as North Wenatchee Business District, and to require the assumption of existing

indebtedness of the City by the area to be annexed, by Councilmember Mike Poirier. Councilmember Keith Huffaker seconded the motion. Motion carried (6-0).

6. Public Hearings.

The Mayor explained the public hearing process.

D. Proposed Amendments to the Wenatchee City Code

Planning Manager Stephen Neuenschwander and Associate Planner Kirsten Larsen presented the staff report. Council asked questions.

The Mayor asked if there was anyone from the public who wished to comment. There was no one.

Motion to approve Ordinance No. 2017-16, amending the development regulations of the City including, specifically, Wenatchee City Code (WCC) Chapter 10.42 to allow residential planned developments which create nine or less lots, tracts, parcels, or residential dwelling units to be processed as a Type II administrative review application; WCC Chapter 11.20 to accommodate provisions for shared driveway easements and private lanes established by access easements when consistent with review criteria to facilitate infill development; WCC Chapter 11.32 to add provisions for unit lot subdivisions applying exclusively to divisions of land for attached single-family dwelling units and cottage housing developments; and WCC Chapter 1.99 related to associated application fees, by Councilmember Keith Huffaker. Councilmember Linda Herald seconded the motion. Motion carried (6-0).

E. Extension of Moratorium on Microcell, Minor Facilities, and/or Small Cell Facilities

Planning Manager Stephen Neuenschwander and Senior Planner John Ajax presented the staff report. Council asked questions.

The Mayor asked if there was anyone from the public who wished to comment. There was no one.

Motion to approve Ordinance No. 2017-15, of the City Council of the City of Wenatchee, extending to January 25, 2018, its' previously enacted six (6) month moratorium on the establishment, siting, location, permitting, or licensing of microcell, minor facilities, and/or small cell facilities, as defined by RCW 80.36.375 or the federal Communications Act of 1934, as amended, located in the public right of ways, by Councilmember Ruth Esparza. Motion seconded by Councilmember Mike Poirier. Motion carried (6-0).

7. Reports.

a. Mayor's Report

The Mayor reported that Finance Director Brad Posenjak has started the 2018 budget process and the Finance Committee will continue to proceed through the process.

The Washington State Supreme Court recently ruled on executive sessions relating to real estate. City Attorney Steve Smith clarified that it relates to the selling of property and the discussion of aspects that might affect minimum price. The ruling does not pertain to the purchase of real estate.

Executive Services Director Allison Williams announced that the city will have a downtown storefront from July 17-August 14 in celebration of the city's 125 years of service. A ribbon cutting ceremony will be held on Monday at 11:00 a.m. at 6 South Wenatchee Avenue (the old Palmer's Shoes store). The space will have displays from each city department with project information and what's ahead.

The Mayor reported that the Finance Committee reviewed the jail numbers and they are down a bit to date.

The Mayor also reported that the Bruce has a sewer pipe that is broken and that there are some housing funds for emergency use that may be used to repair that.

The Mayor and staff attended a lunch this week at the WSU Tree Fruit Research Center and there are some new research programs being looked at.

b. Reports/New Business of Council Committees. None.

8. Announcements. None.

9. Adjournment. With no further business the meeting adjourned at 6:37 p.m.

Frank J. Kuntz, Mayor

Attest:

Tammy L. Stanger, City Clerk

WENATCHEE CITY COUNCIL WORK SESSION

Thursday, July 20, 2017

5:15 pm

**WENATCHEE CITY HALL
129 South Chelan
Wenatchee, WA 98801**

DRAFT

MINUTES

Present:

Mayor Frank J. Kuntz
Councilmember Jim Bailey
Councilmember Ruth Esparza
Councilmember Lyle Markhart
Councilmember Keith Huffaker
Councilmember Mark Kulaas
Councilmember Linda Herald
Councilmember Mike Poirier

Staff Present:

Executive Services Director Allison Williams
PIO/Deputy City Clerk Annagrisel Alvarez
Economic Development Director Steve King
Public Works Director Matt Leonard
Utilities Manager Mitch Reister
Planning Manager Stephen Neuenschwander

DISCUSSION ITEMS:

A. Local Revitalization Financing Update – Waterfront Parking

Steve King, Economic Development Director, shared parking study results with Council, and presented about the demand of parking in Downtown. With the Hilton Garden Inn being built in Wenatchee the demand of parking will increase, the city is preparing to discuss some

additional parking options for the future. The demand of parking in Pybus Market was also mentioned due to the lack of parking spots, especially on weekends.

B. Planning Department Work Program

Planning Manager, Stephen Neuenschwander, provided an overview of projects the planning department will be working on the rest of this year and in 2018. Some of the items mentioned were the wireless/small cell moratorium which was extended to January 2018, Critical Area Update, which include geologically hazardous areas, resource of lands and fish and wildfire habitat areas, as well as Limited Code Amendments. Projects in 2018 range from Housing code, Community Planning Assistance for Wildfire, revisit Olds Station master plan between others.

The meeting adjourned at 7:20 p.m.

Frank J. Kuntz, Mayor

Attest:

Annagrisel Alvarez, PIO/Deputy Clerk

COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council Members

FROM: Allison Williams, Executive Services Director; Matt Leonard, Public Works Director

SUBJECT: Interlocal Agreement between Chelan County, the City of Cashmere, the City of Chelan, the City of Entiat, the City of Leavenworth, and the City of Wenatchee for the county-wide solid and hazardous waste program

DATE: July 24, 2017

Overview: The City of Wenatchee contracts with Chelan County Solid Waste to carry out the responsibility for providing a county wide solid waste management plan. The City provides staff to the technical advisory committee and provides an appointed member to the Advisory Board. This interlocal agreement has not been updated in recent years to reflect changes in population, which also translates to a change in the financial participation. Staff met with Brenda Blanchfield, staff person on July 6th to review the agreement and understand the activities underway across the county. The provision of solid waste management is very important to the city, particularly in relation to vegetation management associated with our fire prone region, and the eventual provision of a hazardous waste facility. Currently annual hazardous waste events are coordinated, but the need is much larger than those events can handle. Overall, current activities are complementary to Waste Management's contract for services in the City. City staff look forward to working with the Solid Waste Advisory Committee on future projects and needs for our city, and this interlocal agreement will allow us to continue to work on the partnership and carry out complementary projects.

Brenda Blanchfield will be on hand to provide a short presentation about the Solid Waste Committee's work.

Action Requested: Motion to authorize the Mayor to enter into the Interlocal Agreement between Chelan County, the City of Cashmere, the City of Chelan, the City of Entiat, the City of Leavenworth, and the City of Wenatchee for the county-wide solid and hazardous waste program

Return Address:

Penny Goehner
Chelan County Public Works
316 Washington Street, Suite 402
Wenatchee, WA 98801

The information contained in this boxed section is for recording purposes only pursuant to RCW 36.18 and RCW 65.04, and is not to be relied upon for any other purpose, and shall not affect the intent of the warranty contained in the document itself.

Document Title: Interlocal Agreement between Chelan County, the City of Cashmere, the City of Chelan, the City of Entiat, the City of Leavenworth, and the City of Wenatchee for the county-wide solid and hazardous waste program
Grantor(s): N/A
Grantee(s): N/A
Legal Description: N/A
Assessor’s Tax Parcel ID: N/A

Filed with the Auditor pursuant to RCW 39.34.040

**INTERLOCAL AGREEMENT
FOR THE COUNTY-WIDE SOLID
AND HAZARDOUS WASTE PROGRAM**

THIS INTERLOCAL AGREEMENT is entered into under authority of Chapter 39.34 RCW between Chelan County, the City of Cashmere, the City of Chelan, the City of Entiat, the City of Leavenworth, and the City of Wenatchee, all municipal corporations of the State of Washington (the “parties”).

WHEREAS, Washington local government entities are required to prepare and implement solid and hazardous risk waste plans under RCW 70.95.080, RCW 70.95.110 and RCW 70.105.220; and

WHEREAS, in 1993 the parties entered into an interlocal cooperation agreement, filed with the county auditor under file number 2457827, for the purpose of planning for a regional solid and hazardous risk waste management and waste reduction, recycling, and disposal programs for the residents and businesses of Chelan County, Washington; and

WHEREAS, pursuant to the 1993 Interlocal Agreement, the parties created and allocated funding resources to support the administration of solid waste and recycling programs and to undertake county-wide waste handling, reduction and recycling information programs;

NOW THEREFORE, under the provisions and intent of the Interlocal Cooperative Act, RCW 39.34 and in consideration of the mutual benefits contained herein, the parties agree as follows:

Section 1: Authority.

1.1 The parties have and possess, both jointly and severally, the primary responsibility for effective solid and hazardous risk waste management and planning under R.C.W. 70.95 and R.C.W. 70.105.

1.2 This Interlocal Agreement is authorized by resolution of the governing boards of each party and executed on behalf of each party by an authorized representative(s).

1.3 Each signatory to this agreement, or a duly appointed designee or successor, and any representative appointed by a municipality to the Solid Waste Council of the Solid Waste Advisory Committee, is authorized to act for and on behalf of the represented municipality in the performance of this agreement.

Section 2: Purpose and Scope.

2.1 The purpose of this agreement is to amend and update the parties' prior agreement and to provide for county-wide planning and administration of solid waste and hazardous risk waste management plans and programs to meet the mandates imposed by R.C.W. 70.95 and R.C.W. 70.105 and the needs of Chelan County and the incorporated municipalities therein.

2.2 This agreement defines the terms, conditions, and responsibilities for the on-going planning and administration of solid waste and hazardous risk waste management programs and plans within the County and the municipalities.

Section 3: Effective Date; Duration; Termination.

3.1 This Interlocal Agreement, after first being executed by the parties, shall become effective upon the date of filing with the Chelan County Auditor.

3.2 This agreement shall remain in effect until terminated by written agreement executed by the parties and filed with the county auditor.

3.3 A party may terminate its participation in the regional solid waste program by giving written notice to all parties and filing the notice with county auditor, both requirements to be met not later than the first day of October preceding the budget year for which the termination is to be effective.

3.4 A party which terminated its participation in the regional solid waste program may re-join the program by written agreement of all parties then participating in the agreement and by payment of its full share of the cost of the fiscal year budget on the same basis as though the municipality were a participant for the full budget year. The prorated shares of all other parties shall then be adjusted as if the budget were timely prepared in accordance with this agreement.

Section 4: Amendment.

4.1 This Interlocal Agreement may only be amended by a writing executed by the parties and adhering to the same formalities as the original, including the requirement for filing with the county auditor.

Section 5: Administration.

5.1 The county-wide solid waste program for Chelan County shall be administered by the Chelan County Department of Public Works under the guidance of the Solid Waste Council.

Section 6: Responsibilities.

6.1 Chelan County shall be responsible for:

6.1.1 Administering the county-wide solid waste, recycling, waste reduction, hazardous risk waste, and public information/education programs developed and approved in the annual budgets;

6.1.2 Completion of a comprehensive solid waste management plan for Chelan County complying with RCW 70.95, and for carrying out the Comprehensive Solid Waste Management Plan; and

6.1.3 Preparation of an annual solid waste management budget as provided at paragraph 9.1.

6.2 Each city shall be responsible for the planning, development, implementation, and funding of its solid waste, recycling, waste reduction, hazardous risk waste and related programs that are for the sole use and benefit of such City within its corporate boundary and approved solid waste service area.

6.3 The Solid Waste Council shall establish policy and determine the level of funding and financial support to be budgeted by the participation municipalities.

6.4 The Solid Waste Advisory Committee shall provide technical advice for the development of solid waste and hazardous waste management programs and for recycling and waste reduction programs.

Section 7: Solid Waste Management Planning.

7.1 The parties authorize preparation and revision(s) of a Comprehensive Solid Waste Management Plan for Chelan County to provide guidance for the long-range management of the parties' solid waste, including collection, disposal, recycling, and for education programs, and regulations.

7.2 The Chelan County Comprehensive Solid Waste Management Plan uses and will utilize pertinent portions of the regional comprehensive solid waste management plan.

Section 8: Planning of Hazardous Risk Waste Management.

8.1 The parties authorize the completion and revision of a Comprehensive Hazardous Risk Waste Management Plan for Chelan County pursuant to R.C.W. 70.105.220.

8.2 The purpose of the plan is to provide guidance for the long-range management of the hazardous risk wastes within the county. Chelan County may undertake hazardous risk waste reduction and information/education programs under the authority of this agreement.

Section 9: Solid Waste Council.

9.1 The Solid Waste Council was formed by prior agreement of the parties. The Solid Waste Council, shall continue to provide policy direction, to develop and propose annual solid waste programs and projects, to prepare annual budgets, and to resolve conflicts that may arise in program or budget development.

9.2 Each party shall appoint one (1) elected official and one alternate as its representative to the Solid Waste Council. The Council will meet quarterly, or as needed, to:

9.2.1 Review the status of current programs;

9.2.2 Establish program goals, objectives and policies;

9.2.3 Develop recommendations for new programs and proposals;

9.2.4 Determine the level of financial support to be budgeted for regional solid waste programs by participating municipalities; and

9.2.5 Assist in coordination of solid waste and recycling programs.

9.3 Each party to this agreement shall have one vote on any issue before the Solid Waste Council; except, voting for budgets and financial matters shall be weighted in proportion to the level of funding support provided by each respective municipality.

9.4 Additionally, adoption of a budget proposal for submittal to the Chelan County Board of Commissioners shall require a majority vote, with a minimum of four (4) positive votes of the Council.

Section 10: Solid Waste Advisory Committee.

10.1 The Chelan County Solid Waste Advisory Committee (SWAC) is a technical advisory board previously created by the parties under authority of R.C.W. 70.95.165.

10.2 The Solid Waste Advisory Committee shall continue to assist in the development of programs, and make recommendations to the Solid Waste Council regarding solid waste and hazardous risk waste handling and disposal, and regarding recycling programs.

10.3 The parties' intention is that the committee represent a balance of interests with respect to solid waste and recycling. To this end, the Solid Waste Advisory Committee shall include, one representative from each of the parties, one county resident or interested citizen, and one representative from each of the following groups: public interest, business and industry, public health and safety, waste management industry, and the recycling industry.

10.4 The Solid Waste Advisory Committee shall meet quarterly or as often as necessary to accomplish their development of recommendations for solid waste and hazardous risk waste disposal programs, recycling programs, waste disposal and recycling policies and proposals for solid waste handling and disposal regulations. Quarterly meetings will be scheduled to cover the following general topics and other related solid waste/recycling materials:

- | | |
|-------------------------|---|
| 1 st Quarter | Review of programs and projects for the budget year. Report on previous year's activities and reconciliation of prior year expenditures and agency payments. |
| 2 nd Quarter | Presentation of proposed solid waste and recycling program and project for consideration of funding for the next budget year and for grant fund applications. Status report and review of current programs. |
| 3 rd Quarter | Finalize proposals for grant fund application. Status report and review of current programs. |
| 4 th Quarter | Preparation of budget recommendations and programs for the upcoming budget year. |

Section 11: Financing and Budget.

11.1 The County will prepare an annual solid waste management budget detailing the proposed expenditures and the anticipated revenues for the budget year.

11.2 The proposed budget will be reviewed with the Solid Waste Advisory Committee whose recommendation will be presented to the Solid Waste Council by August 15th of each year.

11.3 The Solid Waste Council will determine the programs and funding levels for the subsequent budget year (note: the budget year is coincident with the calendar year) and submit the proposed budget to the Chelan County Board of Commissioners by August 31st of each year.

11.4 The Chelan County Board of Commissioners shall adopt an annual solid waste budget no later than December 31st immediately prior to the budget year, and in the amount agreed upon by the Solid Waste Council.

11.5 The annual budget shall fund the adopted regional programs and the administrative costs to be incurred by the County in regional solid waste and hazardous waste programs and projects.

11.6 Each city shall budget its prorated share of the adopted solid waste program costs make the payment of its prorated share to the county. The prorated funding shares shall be determined by the ratio of the population of persons within each party's boundaries to the total population of residents within each party's municipal boundaries to the population of residents within the municipal boundaries of all parties to this agreement. Population numbers used to determine the respective funding responsibilities shall be the latest population numbers published annually by the Office of Financial Management available on or before November 15th preceding the budget year.

11.7 The Solid Waste Program budget, for initial programming purposes, cash flow, and match to grants, is estimated to be approximately \$125,000. The final budget shall be established by the Solid Waste Council and the allocation to each participant will be based on the following percentages:

Chelan County	40.71 %
Cashmere	3.92%
Entiat	1.44%
Chelan	7.26 %
Leavenworth	4.12 %
Wenatchee	42.55 %

11.8 The cities agree to pay their prorated share of the annual program costs, as established in the adopted budget, by making quarterly installments with payments due each year by January 15th, April 15th, July 15th and October 15th.

Section 12: Property.

12.1 Unless otherwise agreed in a separate writing by the parties, real or personal property acquired by the Solid Waste Program shall be property of Chelan County.

12.2 Real or personal property leased or lent by a party in furtherance of this program shall remain the property of the title owner.

Section 13: City-Sponsored Programs and Projects.

13.1 This agreement provides for the funding and administration of solid waste and recycling programs and projects of a "regional" nature. Regional programs and projects shall be defined as programs or projects including two or more municipalities and can include a program or project sponsored jointly by a city and the county.

13.2 Nothing in this agreement shall preclude any city from administering or implementing any solid waste or recycling program, including collection, disposal, education, cleanup, and billings within its jurisdiction and at its expense.

Section 14: Legal Relations.

14.1 The parties agree that the County's relation to the other parties shall be at all times under this Interlocal Agreement as an independent contractor. Employees of the County are and will remain employees of the County.

Section 15: Dispute Resolution.

15.1 The parties' intention and commitment is that all parties will participate in good faith to resolve any conflict at the lowest administrative level possible. In the event that a dispute arises regarding any matter addressed in or related to this Interlocal Agreement and before any other action, the Parties agree to first attempt to resolve the dispute by a face-to-face meeting, or by a telephone call, between the Parties' authorized representatives. The Parties agree to participate in a good faith negotiation to resolve any such dispute.

15.2 If a program conflict or dispute arises at the technical or program administration level and remains unresolved, it shall be referred to the Chelan County Director of Public Works for resolution and whose decision shall be the final remedy.

15.3 Any unresolved program conflict or dispute at the Solid Waste Advisory Committee level shall be referred to the Solid Waste Council for resolution, whose decision shall be the final remedy.

15.4 This agreement shall be governed by the laws of the State of Washington.

15.5 The Chelan County Superior Court shall be the sole proper venue for any and all suits brought to enforce or interpret the provisions of this Interlocal Agreement.

15.6 If any legal action or other proceeding is brought for the enforcement of this Interlocal Agreement, or because of an alleged dispute, breach, default, or misrepresentation in connection with any of the provisions of this Interlocal Agreement, each party shall pay its own attorney's fees incurred in that action, arbitration or proceeding.

Section 16: Applicable Laws.

16.1 The parties, in performance of this Interlocal Agreement, shall abide by all applicable federal, Washington State, and local laws, statutes, codes, ordinances, regulations, and rules.

Section 17: Contact Information.

17.1 The parties' authorized representatives and contact persons for administration of this agreement, communication, and service of all notices, except service of process are:

For Chelan County:
Director/County Engineer
Public Works Department
316 Washington Street, Suite 402
Wenatchee, WA 98801
Phone: 509.630.6415
Fax: 509.662.6250
Email: publicworks@co.chelan.wa.us

With a copy to:
Board of County Commissioners
Chelan County
400 Douglas St, Suite 200
Wenatchee, WA 98801

For the City of Chelan:
Planning Director
Public Works Director
135 E Johnson Ave
P.O. Box 1669
Chelan, WA 98816
Phone: 509-682-4037
Fax: 509-682-8009
Email: www.cityofchelan.us

With a copy to:
Mayor
City of Chelan
P.O. Box 1669
Chelan, WA 98816

For the City of Leavenworth:
Public Works Director
700 Hwy 2
P.O. Box 287
Leavenworth, WA 98826
Phone: 509-548-5275
Fax: 509-548-6429
Email: www.cityofleavenworth.com

With a copy to:
Mayor
City of Leavenworth
700 Hwy 2
P.O. 287
Leavenworth, WA 98826

For the City of Cashmere:
Planning/Building Director
101 Woodring St
Cashmere, WA 98815-1034
Phone: 509-782-3513
Fax: 509-782-2840
Email: mail@cityofcashmere.org

With a copy to:
Mayor
City of Cashmere
101 Woodring St
Cashmere, WA 98815-1034

For the City of Entiat:
Public Works Director
14070 Kinzel
P.O. Box 228
Entiat, WA 98822
Phone: 509-784-1500
Fax: 509-784-1112
Email: city@entiatwa.us

With a copy to:
Mayor
City of Entiat
P.O. Box 228
Entiat, WA 9882

For the City of Wenatchee:
Public Works Director
1350 McKittrick Street, Suite A
P.O. Box 519
Wenatchee, WA 98807
Phone: 509-888-6200
Fax: 509-888-6201
Email: www.wenatcheewa.gov

With a copy to:
Mayor
City of Wenatchee
129 South Chelan Avenue
P.O. Box 519
Wenatchee, WA 98807

Section 18: Records.

18.1 Each party shall maintain books, records, documents and other materials relevant to its performance under this agreement. Each party shall retain all such books, records, documents and other materials for the longest applicable retention period under federal and Washington law. The records shall be kept available for and subject to inspection, review and audit by either party or its designee, any agency funding a portion of the project or authorized auditing or oversight entity, and the Washington State Auditor's Office.

Section 19: Waiver of Breach.

19.1 The waiver by other parties of the breach of any provision of this agreement by a party must be in writing and shall not operate or be construed as a waiver of any subsequent breach by such breaching party.

Section 20: No Assignment.

20.1 No party may assign its rights under this agreement.

Section 21: Incorporated Documents and Terms.

21.1 The following are incorporated into this Interlocal Agreement by reference:

21.1.1 Applicable federal, Washington State, and local laws, statutes, codes, ordinances, regulations, and rules;

21.1.2 The recitals contained in the preamble to this agreement; and

21.1.3 The 1993 Interlocal Agreement at Chelan County Auditor's File Number 2457827.

Section 22: Severability.

23.1 In the event any term or condition of this Interlocal Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications of this agreement which can be given effect without the invalid term, condition, or application. To this end the terms and conditions of this Interlocal Agreement are declared severable.

Section 23: Entire Agreement.

23.1 This Interlocal Agreement contains all the terms and conditions agreed upon by and between the Parties.

23.2 This agreement may be executed simultaneously or in counterparts, each of which shall be deemed an original, but all of which together shall be identical and constitute one and the same Interlocal Agreement.

23.3 No other understandings, oral or otherwise, regarding the subject matter of this Interlocal Agreement shall be deemed to exist or to bind any of the parties hereto.

23.4 This agreement may be executed simultaneously or in counterparts, each of which shall be deemed an original, but all of which together shall be identical and constitute one and the same agreement.

(The remainder of this page is intentionally left blank.)

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the dates below.

SIGNATURE PAGE 1 OF 2

APPROVED AND AGREED BY:

CITY OF CASHMERE

Mayor

Date

CITY OF CHELAN

Mayor

Date

CITY OF ENTIAT

Mayor

Date

CITY OF LEAVENWORTH

Mayor

Date

CITY OF WENATCHEE

Mayor

Date

SIGNATURE PAGE 2 OF 2

Dated at Wenatchee, Washington this _____ day of _____, 2017.

CHELAN COUNTY
BOARD OF COUNTY COMMISSIONERS

DOUG ENGLAND, Chairman

KEITH W. GOEHNER, Commissioner

KEVIN OVERBAY, Commissioner

ATTEST: CARLYE BAITY

Clerk of the Board

Date: _____

COUNCIL AGENDA REPORT
City of Wenatchee



TO: Frank Kuntz, Mayor
City Council

FROM: Steve King, Economic Development Director

SUBJECT: Utility Easement – Chelan PUD

DATE: July 21, 2017

MEETING DATE: July 27, 2017

I. OVERVIEW

As part of the Hilton Garden development, the hotel will need a power easement across a strip of land owned by the City of Wenatchee. This land is inside the Riverfront park boundary operated by the Chelan PUD; however, the City is the underlying property owners. The easement location is shown near River Road and Worthen Street.

II. ACTION REQUESTED

Staff recommends the City Council authorize the Mayor to sign an easement granting Chelan PUD access for installing utilities necessary to serve the Hilton Garden Inn.

III. FISCAL IMPACT Submitted to the Finance Committee Yes No

None

IV. PROPOSED PROJECT SCHEDULE

Construction will begin in the next couple of weeks.

V. REFERENCE(S)

1. Standard Chelan PUD Utility Easement

VI. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Allison Williams, Executive Services Director
Brad Posenjak, Finance Director

*Filed for and Return to:
PUD No. 1 of Chelan County
PO Box 1231
Wenatchee, WA 98807-1231*

The information contained in this boxed section is for recording purposes only pursuant to RCW 36.18 and RCW 65.04, and is not to be relied upon for any other purpose, and shall not affect the intent of or any warranty contained in the document itself.

Grantor(s): City of Wenatchee, a municipal corporation
Grantee(s): Public Utility District No. 1 of Chelan County
Abbreviated Legal Description: Lot 1, Bl. 3, River Front Add.; Part of Lot 2, Bl. 3, River Front Add., AKA New Parcel C, BLA 2014-023WE. Additional legal on Pages 1 & 2.
Assessor's Parcel Number(s): 22 20 03 821 009, 22 20 03 821 020

EASEMENT UNDERGROUND UTILITY

THIS EASEMENT, made this ____ day of _____, 2017, between CITY OF WENATCHEE, a municipal corporation, Record Owner(s), hereinafter called the "Grantor(s)," and PUBLIC UTILITY DISTRICT NO. 1 OF CHELAN COUNTY, a municipal corporation, hereinafter called the "Grantee,"

WITNESSETH:

In exchange for utility services and/or other valuable consideration, receipt of which is hereby acknowledged, the Grantor(s) hereby bargain(s), sell(s) and convey(s) to the Grantee, its successors and assigns, a perpetual easement for Grantee's, and/or Grantee's licensee's or permittee's, electrical and telecommunications utility infrastructure ("the Utility Infrastructure"), which includes, but is not limited to, electrical lines, communication lines, conduits, cables, manholes, vaults, semi-buried or ground-mounted facilities such as pads and transformers, and other necessary or convenient facilities, across, along, in, upon and under the property situated in Chelan County, State of Washington, more particularly described as follows:

LOT 1, Block 3, River Front Addition to Wenatchee, Washington, according to the plat thereof recorded in Volume 2 of Plats, Page 64, records of Chelan County, Washington;
ALSO New Parcel C of Corrected Boundary Line Adjustment No. 2014-023WE, Chelan

County, Washington, recorded December 18, 2015, under recording no. 2430034, being a correction of Boundary Line Adjustment recorded March 5, 2014, under recording no. 2397349.

Said easement is described as a ten foot (10') strip of land on the above described property, specifically located as the Utility Infrastructure is actually installed and approximately as illustrated in Exhibit A (attached).

Hereafter, Grantee may place or construct any Utility Infrastructure within the Easement, to the extent necessary for Grantee, its successors and assigns along with the perpetual right, privilege and authority to use the Easement to construct, erect, alter, expand, improve, repair, operate and maintain all underground Utility Infrastructure and with the right to permit the installation, operation, improvement, repair and maintenance of underground facilities and equipment of any other organization.

SUBJECT TO THE FOLLOWING:

1. Grantee shall have the right of access across the Grantor's property and adjacent lands of the Grantor for the purpose of constructing, reconstructing, maintaining, repairing, renewing, altering, changing, patrolling and operating the Utility Infrastructure including but not limited to: wires, fiber optic cables, other telecommunications devices, and appurtenances thereto, and underground cables, vaults and manholes, and the right at any time to remove the Utility Infrastructure from said property.

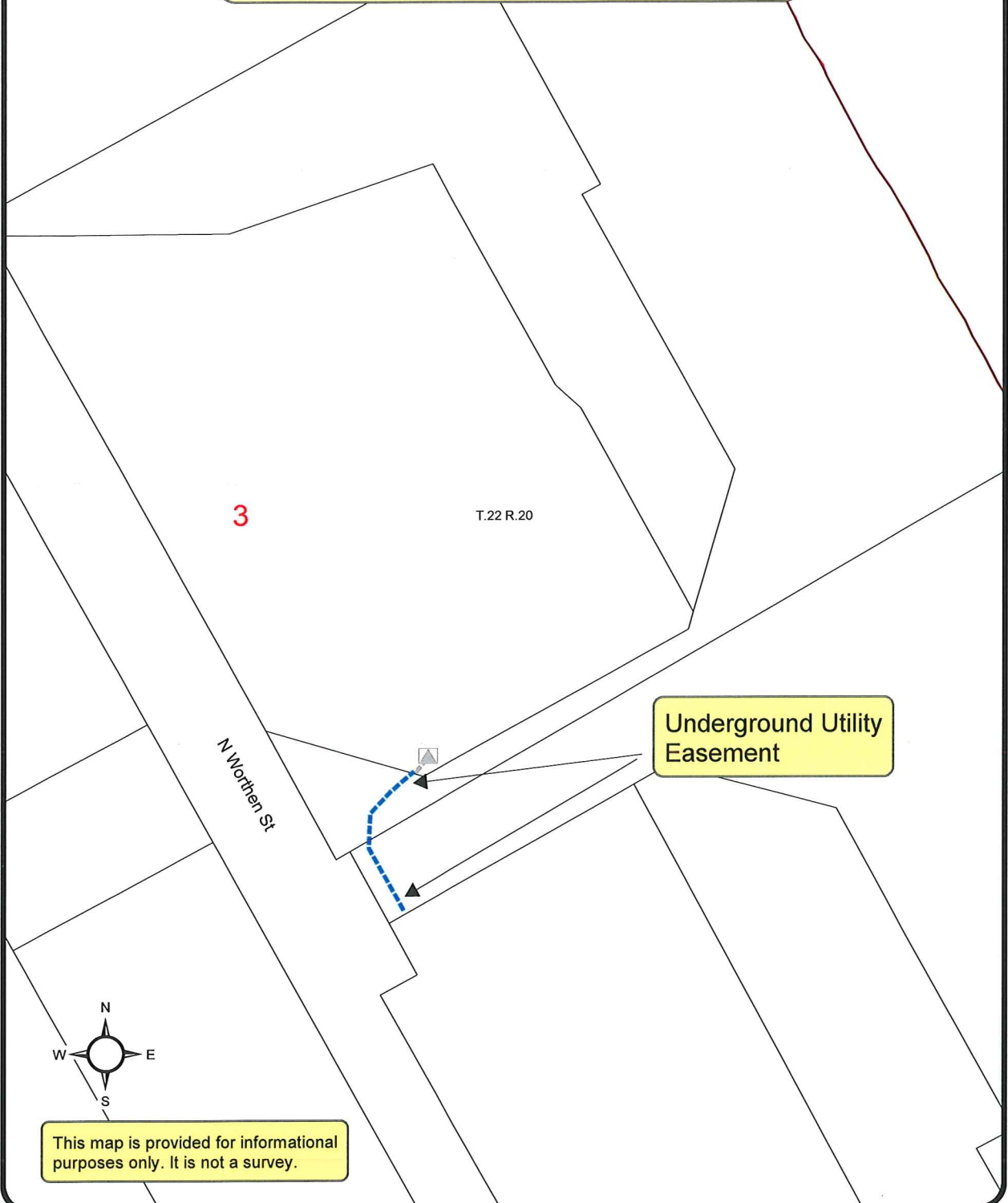
2. The Grantee, its successors and assigns, shall have the right to clear the Easement and keep the same clear of brush, trees, timber, structures, and all fire hazards. The Grantor its successors, assigns or licensees, shall not place, construct or maintain any building or other structure within the boundary limits of the Easement as now exists, nor shall the Grantor place any fill material or other substances upon the surface of the land within the boundary limits of the Easement which in any manner interferes with the use, maintenance and/or operation of the Utility Infrastructure or obstructs or impedes the Grantee's right of access to the Utility Infrastructure including, without limitation, the Grantee's right of access for purposes of improvement, repair and/or maintenance of the Utility Infrastructure. The Grantor shall not dig, tunnel, or do any other act, or permit any other act, within the Easement which will disturb the compaction or unearth the lines, cables, facilities or equipment thereon or therein, or in any other way remove, threaten, or endanger the lateral support to the Easement or Utility Infrastructure located therein; nor shall the Grantor, its successors, assigns or licensees do any blasting or discharge any explosives within a distance of 300 feet of the Easement without giving reasonable notice in writing to the Grantee, its successors or assigns, of intention to do so.

3. Grantor, its heirs, executors, administrators, successors and assigns, covenant that no structure will be erected or permitted within the Easement that would, in the opinion of the Grantee, interfere with or endanger the unrestricted exercise of the rights and privileges herein granted and that no concrete, tar or other permanent surfacing shall be installed or permitted over any vault or manhole installed on said property.

4. Grantee, its successors and assigns, shall have the right to level, grade and regrade the Easement as may appear to Grantee to be necessary for the construction, operation and maintenance of its Utility Infrastructure.

5. Grantee, its successors and assigns, if installing facilities underground, shall bury all conduit or cable to such depth as not to interfere with reasonable and ordinary landscaping within the Easement; provided no trees, shrubs or bushes shall be planted thereon without first having obtained written approval from the Grantee.

Exhibit A
Lot 1, Bl. 3, River Front Addition; and
part of Lot 2, Bl. 3, River Front Addition,
AKA New Parcel C, BLA 2014-023WE



Underground Utility Easement

This map is provided for informational purposes only. It is not a survey.

COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council Members

FROM: Allison Williams, Executive Services Director

SUBJECT: Resolution 2017-41

DATE: July 24, 2017

The City of Wenatchee's Lodging Tax Advisory Committee had an open two year term for a tax generator. At their July 19th meeting, they did not have a quorum but they did consider the application of Charlotte Mayo, General Manager of Springhill Suites, and asked staff to forward the application to City Council for consideration. Charlotte would be welcomed as a member. Her application follows. She would occupy Position #8. This is an open two year term ending December 31, 2018.

Action Requested: City Council motion to approve Resolution 2017-41 appointing Charlotte Mayo to an open two year term on the City's Lodging Tax Advisory Committee ending December 31, 2018.

RESOLUTION NO. 2017-41

A **RESOLUTION**, appointing a member to the Lodging Tax Advisory Committee to fill a vacancy for a term ending December 31, 2018.

WHEREAS, Charlotte Mayo has expressed an interest in serving as a member of the City of Wenatchee Lodging Tax Advisory Committee to fill a vacancy for a term ending December 31, 2018.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF WENATCHEE makes the following appointment to the Lodging Tax Advisory Committee for the term noted:

NAME & ADDRESS

Charlotte Mayo
Springhill by Marriott
1730 N. Wenatchee Ave.
Wenatchee, WA 98801

TERM EXPIRES

December 31, 2018

PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE at a regular meeting thereof this ____ day of _____, 2017.

CITY OF WENATCHEE, a Municipal Corporation

By _____
FRANK KUNTZ, Mayor

ATTEST:

By _____
TAMMY L. STANGER
City Clerk

APPROVED:

By _____
STEVE D. SMITH, City Attorney



City of Wenatchee
Volunteer Commission and Board Application

COMMISSION/BOARD INFORMATION

Board (s) I would like to be considered for: (If more than one, please rank them in order of preference)

- | | |
|--|---|
| <input type="checkbox"/> Arts, Recreation & Parks Commission | <input type="checkbox"/> Greater Wenatchee Regional Events Center PFD Board |
| <input type="checkbox"/> Cemetery Advisory Board | <input type="checkbox"/> Historic Preservation Board |
| <input type="checkbox"/> Civil Service Board | <input checked="" type="checkbox"/> Lodging Tax Advisory Committee |
| <input type="checkbox"/> Code Enforcement Board | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Diversity Advisory Committee | <input type="checkbox"/> Tourism Promotion Area Board |

APPLICANT INFORMATION

City of Wenatchee Resident Yes No

Residency Requirement: Applicants must reside within the City Limits of Wenatchee except the Arts Commission, Diversity Advisory Committee, Historic Preservation Board, and the Parks & Recreation Advisory Board

Last Name: Mayo First Name: Charlotte Initial: L

Physical Address: 627 Sheri Ct City: East Wenatchee Zip: 98802

Mailing Address: same City: _____ Zip: _____

Day Phone: 509 667-2775 Evening Phone: 509 264-8598

E-mail: Char.Mayo@Marriott.com Years lived in Wenatchee Valley: 15

Occupation: General Manager Years of Experience: 30 +

Work Address: 1730 N Wenatchee Ave City: Wenatchee Zip: 98801

Education and Formal Training: CHA, Marriott Leadership Excellence, Operational Excellence, Strategic Alignment, come College

Have you ever been convicted of a felony or released from prison? Yes No

(A conviction record will not necessarily bar you from serving. Factors such as the nature and gravity of the crime, the length of time that has passed since the conviction and/or completion of any sentence, and the nature of the position for which you have applied will be considered.)

Volunteer/Community Experience:

Organization and Duties: TPA board member Length of Service: 10yr

Organization and Duties: Chamber board member Length of Service: 1yr

Organization and Duties: Red Cross Family Services Length of Service: 15yr

Organization and Duties: Hotel/Motel association, served as President/other Length of Service: 20yr

Organization and Duties: Convention and Visitors Bureau Length of Service: 20yr

Skills/Special Interests: Hospitality Industry Leader

Experience related to the Commission/Board: I have served on several Boards and know this community really well.
I have an extensive background in Hospitality Leadership, Sales and Marketing, Advertising, Finances, Budgets, Advance Customer Service and
other business related skills. I won General Manager of the Year for Washington State in 2016 presented from the Washington Hospitality Association.
I have received several awards from Marriott International for all four years I have been the General Manager of the SpringHill Suites by Marriott
Wenatchee.

Why are you seeking this appointment? I feel with my background I can give an expert opinion. I have a passion to help the
Wenatchee Valley to be successful. I'm able to look at the bigger picture vision on what we can be and how to get there.

Would any conflict of interest be created as a result of your appointment? Yes No

If yes, please explain: _____

REFERENCES

Name: Janet McNeilly
Address: 615 N Emerson Wenatchee City: WA Zip: 98801
Phone: 509 630-7789 Email: jmcneilly@numericacu.com
Occupation: Numerica Credit Union P/R and Visa Sales Years known: 14

Name: Kris Kauffold
Address: P. O. Box 1092 City: Tanasket Zip: 98855
Phone: 509 745-9025 Email: kriskauffold@gmail.com
Occupation: Registered Nurse Years known: 24

Name: Jody Sander
Address: 8923 East Mission Suite #135 City: Spokane Valley WA Zip: 99212
Phone: 509 Email: jsander@impressguest.com
Occupation: Director of Operations Sterling Hospitality Years known: 14 yrs

AFFIDAVIT OF APPLICANT

I, Charlotte Mayo, do hereby certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief. I also understand that this completed application may be made available for public inspection.

Charlotte Mayo
(Signature)
Date: 5/26/17



**City of Wenatchee
Volunteer Board, Commission and Committee Responsibilities**

To be selected and serve as a City of Wenatchee volunteer Board, Commission or Committee Member is a high honor and provides an unusual opportunity for genuine public service. Although the specific duties of each of the City's Boards vary widely with the purpose for which they are formed, there are certain responsibilities that are common to all members. As a volunteer Board, Commission or Committee representative of the City of Wenatchee, I agree to:

1. Understand my role and scope of responsibility. I will be informed of the individual group's scope of responsibility and operating procedures.
2. Represent the majority views of the group. Individual "opinions" to the public and press are discouraged, and, if given, must be identified as such.
3. Practice open and accountable government. I will be as open as possible about my decisions and actions, and also protect confidential information.
4. Represent the public interest and not special interest groups.
5. Not make decisions in order to gain financial or other benefits for myself, my family, or friends.
6. Serve as a liaison between the City and its citizens and can help reconcile contradictory viewpoints and to build a consensus around common goals and objectives. I will serve as a communication link between community, staff, and City, representing City programs and recommending and providing a channel for citizen expression.
7. Understand my role as a supportive relationship with the City Council and City staff and to follow the proper channel of communication through the designated staff person providing support for the group.
8. Do my homework and be thorough in recommendations. I will review agenda items under consideration prior to the meeting in order to be fully prepared to discuss, evaluate, and act on all matters scheduled for consideration. My conclusions will be based on careful preparation to strengthen the value of the group's recommendation.
9. Adhere to the highest standards of integrity and honesty in all endeavors and strive to safeguard the public trust. I shall announce any direct or remote conflict of interests prior to the discussion (RCW 42.36).
10. Understand that my authority is limited to decisions made by the group, and that in most cases, the decisions are advisory.
11. Understand that in my role I recommend policy while administrators and staff carry out approved policy.
12. Establish a good working relationship with fellow group members. I will respect individual viewpoints and allow other members time to present their views fully before making comments. I will be open and honest and welcome new members.
13. Not use or involve my membership in the conduct of political activities. However, I am not restricted from participating in political activities outside of my involvement in the group.

I hereby pledge to be positive in my role as a volunteer with the City and accept responsibility for my participation.

Signed: Charlotte Mayo Date: 5/26/17

**COUNCIL AGENDA REPORT
PUBLIC WORKS DEPARTMENT**

TO: Frank Kuntz, Mayor
City Council

FROM: 
Jennifer Saugen, Assistant City Engineer

SUBJECT: S. Chelan Avenue Sidewalk Improvements Phase II, CDBG Project No. 1611
Authorization to Award Construction Contract

DATE: July 24, 2017

MEETING DATE: July 27, 2017

I. OVERVIEW

Phase II of the Chelan Avenue Sidewalks will include design and construction of curb, gutter and sidewalk, illumination, stormwater and artistic elements for two blocks of South Chelan Avenue, between Peachey, Lewis and Ferry Streets. The project is currently partially funded through the Community Development Block Grant (CDBG) program, as identified in the 2013 – 2017 Housing & Community Development Consolidated Plan and the 2017 CDBG Annual Action Plan.

Phase I of the Chelan Avenue Sidewalk Project came to completion in February 2016, and included sidewalks from the Community Center to Peachey Street, pedestrian level lighting, public art hanging from light posts and stamped concrete along the sidewalk, a two way street with an island and a landscaped rock wall on the northwest end of the block on Chelan Ave.

A request for bids for Phase II was issued on June 28, 2017 and four bids were received on July 19, 2017. Bianchi Construction is the lower bidder at \$552,021.00. The low bid is reasonable and is within 5% of the Engineer's Estimate.

II. ACTION REQUESTED

Staff recommends the City Council award the contract for construction of the S Chelan Avenue Sidewalks Phase II, Project 1611, to Bianchi Construction, in the amount of \$552,021.00, and further authorize the Mayor to sign the construction contract documents.

III. FISCAL IMPACT Submitted to the Finance Committee Yes No

The Engineer's Estimate for the construction work is \$533,679.50 and lowest responsible bid came in at \$552,021.00, a 5% increase. Phase II of the Chelan Avenue Sidewalks currently has primary funding through the Community Development Block Grant in the amount of \$409,761.34, with lesser amounts coming from Transportation Benefit District, General Fund, and storm and water funds. The General Fund will be reimbursed approximately \$170,000 in 2018/19 with the approved CDBG funds. See attached budget sheet.

IV. PROPOSED PROJECT SCHEDULE

The contract documents specify 40 working days to complete construction. Once contract documents have been signed, the contractor should begin work immediately following the Notice to Proceed. Work should be complete in late October.

**COUNCIL AGENDA REPORT
PUBLIC WORKS DEPARTMENT**

V. REFERENCE(S)

1. Project Bid Tabulation
2. Award Recommendation from RH2
3. 2017 Capital Improvements Project Budget

VI. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk,
Matt Leonard, Public Works Director
Glenn DeVries/Brooklyn Holton, Community and Economic Development
Deanne McDaniel, Finance Director

City of Wenatchee
S Chelan Ave Sidewalk Improvements Phase 2
Bid Tabs

Apparent Low

Bid Analysis

Item No.	Description	Total Quantity	Unit	Engineer's Estimate		Bianchi Construction		Low to Engineer Comparison		
				Unit Price	Extended	Unit Price	Extended	Δ Unit Price	Δ Extended	Percent Over(Under)
1	MOBILIZATION	1	L.S.	\$ 39,000.00	\$ 39,000.00	\$ 50,000.00	\$ 50,000.00	\$11,000.00	\$ 11,000.00	28%
2	REMOVAL OF STRUCTURES AND OBSTRUCTION	1	L.S.	\$ 16,000.00	\$ 16,000.00	\$ 25,000.00	\$ 25,000.00	\$9,000.00	\$ 9,000.00	56%
3	CRUSHED SURFACING TOP COURSE	270	TON	\$ 50.00	\$ 13,500.00	\$ 27.25	\$ 7,357.50	-\$22.75	\$ (6,142.50)	-46%
4	CRUSHED SURFACING BASE COURSE	1470	TON	\$ 45.00	\$ 66,150.00	\$ 21.80	\$ 32,046.00	-\$23.20	\$ (34,104.00)	-52%
5	COMMERCIAL HMA	170	TON	\$ 200.00	\$ 34,000.00	\$ 163.50	\$ 27,795.00	-\$36.50	\$ (6,205.00)	-18%
6	ROADWAY EXCAVATION INCL. HAUL	940	C.Y.	\$ 35.00	\$ 32,900.00	\$ 21.80	\$ 20,492.00	-\$13.20	\$ (12,408.00)	-38%
7	EMBANKMENT COMPACTION	40	C.Y.	\$ 15.00	\$ 600.00	\$ 10.90	\$ 436.00	-\$4.10	\$ (164.00)	-27%
8	SEGMENTAL BLOCK RETAINING WALL	380	S.F.	\$ 50.00	\$ 19,000.00	\$ 38.15	\$ 14,497.00	-\$11.85	\$ (4,503.00)	-24%
9	CEMENT CONC. STAIR	15	EA.	\$ 750.00	\$ 11,250.00	\$ 926.50	\$ 13,897.50	\$176.50	\$ 2,647.50	24%
10	EROSION/WATER POLLUTION CONTROL	2500	DOL	\$ 1.00	\$ 2,500.00	\$ 1.00	\$ 2,500.00	\$0.00	\$ -	0%
11	INLET PROTECTION	4	EA.	\$ 100.00	\$ 400.00	\$ 54.50	\$ 218.00	-\$45.50	\$ (182.00)	-46%
12	PLASTIC STOP LINE	55	L.F.	\$ 30.00	\$ 1,650.00	\$ 32.70	\$ 1,798.50	\$2.70	\$ 148.50	9%
13	PLASTIC CROSSWALK LINE	110	S.F.	\$ 20.00	\$ 2,200.00	\$ 47.96	\$ 5,275.60	\$27.96	\$ 3,075.60	140%
14	ILLUMINATION SYSTEM	1	L.S.	\$ 90,000.00	\$ 90,000.00	\$ 150,000.00	\$ 150,000.00	\$60,000.00	\$ 60,000.00	67%
15	PROJECT TEMPORARY TRAFFIC CONTROL	1	L.S.	\$ 20,000.00	\$ 20,000.00	\$ 40,000.00	\$ 40,000.00	\$20,000.00	\$ 20,000.00	100%
16	PERMANENT SIGNING	1	L.S.	\$ 8,200.00	\$ 8,200.00	\$ 4,360.00	\$ 4,360.00	-\$3,840.00	\$ (3,840.00)	-47%
17	LANDSCAPE ROCK	5	S.Y.	\$ 200.00	\$ 1,000.00	\$ 49.05	\$ 245.25	-\$150.95	\$ (754.75)	-75%
18	CHAIN LINK FENCE TYPE 3	33	L.F.	\$ 35.00	\$ 1,155.00	\$ 59.95	\$ 1,978.35	\$24.95	\$ 823.35	71%
19	CEMENT CONC. CURB RAMP TYPE COMBINATION	2	EA.	\$ 2,500.00	\$ 5,000.00	\$ 3,875.00	\$ 7,750.00	\$1,375.00	\$ 2,750.00	55%
20	CEMENT CONC. CURB RAMP TYPE PARALLEL A	4	EA.	\$ 2,500.00	\$ 10,000.00	\$ 2,000.00	\$ 8,000.00	-\$500.00	\$ (2,000.00)	-20%
21	CEMENT CONC. CURB RAMP TYPE PARALLEL B	1	EA.	\$ 2,500.00	\$ 2,500.00	\$ 2,000.00	\$ 2,000.00	-\$500.00	\$ (500.00)	-20%

City of Wenatchee
 S Chelan Ave Sidewalk Improvements Phase 2
 Bid Tabs

Apparent Low

Bid Analysis

Item No.	Description	Total Quantity	Unit	Engineer's Estimate		Bianchi Construction		Low to Engineer Comparison		
				Unit Price	Extended	Unit Price	Extended	Δ Unit Price	Δ Extended	Percent Over(Under)
22	CEMENT CONC. SIDEWALK	320	S.Y.	\$ 55.00	\$ 17,600.00	\$ 52.50	\$ 16,800.00	-\$2.50	\$ (800.00)	-5%
23	CEMENT CONC. COLORED SIDEWALK	70	S.Y.	\$ 75.00	\$ 5,250.00	\$ 187.50	\$ 13,125.00	\$112.50	\$ 7,875.00	150%
24	CEMENT CONC. DRIVEWAY ENTRANCE TYPE 1	480	S.Y.	\$ 70.00	\$ 33,600.00	\$ 57.50	\$ 27,600.00	-\$12.50	\$ (6,000.00)	-18%
25	CEMENT CONC. TRAFFIC CURB AND GUTTER	2960	L.F.	\$ 25.00	\$ 74,000.00	\$ 20.88	\$ 61,804.80	-\$4.12	\$ (12,195.20)	-16%
26	RELOCATE CATCH BASIN	2	EA.	\$ 2,000.00	\$ 4,000.00	\$ 708.50	\$ 1,417.00	-\$1,291.50	\$ (2,583.00)	-65%
27	SHORING OR EXTRA EXCAVATION CLASS B	1	L.S.	\$ 500.00	\$ 500.00	\$ -	\$ -	-\$500.00	\$ (500.00)	-100%
28	ROADWAY SURVEYING	1	L.S.	\$ 7,000.00	\$ 7,000.00	\$ 10,627.50	\$ 10,627.50	\$3,627.50	\$ 3,627.50	52%
29	UNKNOWN UTILITY REPAIR	5000	DOL	\$ 1.00	\$ 5,000.00	\$ 1.00	\$ 5,000.00	\$0.00	\$ -	0%
				Subtotal \$	523,955.00	Subtotal \$	552,021.00			
										5%

City of Wenatchee
S Chelan Ave Sidewalk Improvements Phase 2
Bid Tabs

Other Bidders

Other Bidders

Item No.	Description	Total Quantity	Unit	DW Excavating		Smith Excavation		DJB Construction	
				Unit Price	Extended	Unit Price	Extended	Unit Price	Extended
1	MOBILIZATION	1	L.S.	\$ 38,300.00	\$ 38,300.00	\$ 13,500.00	\$ 13,500.00	\$ 50,000.00	\$ 50,000.00
2	REMOVAL OF STRUCTURES AND OBSTRUCTION	1	L.S.	\$ 10,800.00	\$ 10,800.00	\$ 16,000.00	\$ 16,000.00	\$ 29,000.00	\$ 29,000.00
3	CRUSHED SURFACING TOP COURSE	270	TON	\$ 54.50	\$ 14,715.00	\$ 56.00	\$ 15,120.00	\$ 40.00	\$ 10,800.00
4	CRUSHED SURFACING BASE COURSE	1470	TON	\$ 32.50	\$ 47,775.00	\$ 56.00	\$ 82,320.00	\$ 40.00	\$ 58,800.00
5	COMMERCIAL HMA	170	TON	\$ 356.00	\$ 60,520.00	\$ 300.00	\$ 51,000.00	\$ 300.00	\$ 51,000.00
6	ROADWAY EXCAVATION INCL. HAUL	940	C.Y.	\$ 25.45	\$ 23,923.00	\$ 34.00	\$ 31,960.00	\$ 90.00	\$ 84,600.00
7	EMBANKMENT COMPACTION	40	C.Y.	\$ 56.50	\$ 2,260.00	\$ 6.00	\$ 240.00	\$ 15.00	\$ 600.00
8	SEGMENTAL BLOCK RETAINING WALL	380	S.F.	\$ 24.50	\$ 9,310.00	\$ 34.00	\$ 12,920.00	\$ 42.00	\$ 15,960.00
9	CEMENT CONC. STAIR	15	EA.	\$ 1,110.00	\$ 16,650.00	\$ 1,500.00	\$ 22,500.00	\$ 1,200.00	\$ 18,000.00
10	EROSION/WATER POLLUTION CONTROL	2500	DOL	\$ 1.00	\$ 2,500.00	\$ 1.00	\$ 2,500.00	\$ 1.00	\$ 2,500.00
11	INLET PROTECTION	4	EA.	\$ 66.00	\$ 264.00	\$ 100.00	\$ 400.00	\$ 100.00	\$ 400.00
12	PLASTIC STOP LINE	55	L.F.	\$ 53.40	\$ 2,937.00	\$ 47.00	\$ 2,585.00	\$ 30.00	\$ 1,650.00
13	PLASTIC CROSSWALK LINE	110	S.F.	\$ 53.50	\$ 5,885.00	\$ 35.00	\$ 3,850.00	\$ 30.00	\$ 3,300.00
14	ILLUMINATION SYSTEM	1	L.S.	\$ 159,500.00	\$ 159,500.00	\$ 142,000.00	\$ 142,000.00	\$ 125,000.00	\$ 125,000.00
15	PROJECT TEMPORARY TRAFFIC CONTROL	1	L.S.	\$ 8,740.00	\$ 8,740.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
16	PERMANENT SIGNING	1	L.S.	\$ 2,000.00	\$ 2,000.00	\$ 4,200.00	\$ 4,200.00	\$ 6,500.00	\$ 6,500.00
17	LANDSCAPE ROCK	5	S.Y.	\$ 165.00	\$ 825.00	\$ 100.00	\$ 500.00	\$ 90.00	\$ 450.00
18	CHAIN LINK FENCE TYPE 3	33	L.F.	\$ 36.00	\$ 1,188.00	\$ 73.00	\$ 2,409.00	\$ 55.00	\$ 1,815.00
19	CEMENT CONC. CURB RAMP TYPE COMBINATION	2	EA.	\$ 1,845.00	\$ 3,690.00	\$ 4,000.00	\$ 8,000.00	\$ 4,000.00	\$ 8,000.00
20	CEMENT CONC. CURB RAMP TYPE PARALLEL A	4	EA.	\$ 1,600.00	\$ 6,400.00	\$ 2,300.00	\$ 9,200.00	\$ 2,300.00	\$ 9,200.00
21	CEMENT CONC. CURB RAMP TYPE PARALLEL B	1	EA.	\$ 1,700.00	\$ 1,700.00	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00	\$ 2,300.00

City of Wenatchee
 S Chelan Ave Sidewalk Improvements Phase 2
 Bid Tabs

Other Bidders

Other Bidders

Item No.	Description	Total Quantity	Unit	DW Excavating		Smith Excavation		DJB Construction	
				Unit Price	Extended	Unit Price	Extended	Unit Price	Extended
22	CEMENT CONC. SIDEWALK	320	S.Y.	\$ 41.95	\$ 13,424.00	\$ 60.00	\$ 19,200.00	\$ 60.00	\$ 19,200.00
23	CEMENT CONC. COLORED SIDEWALK	70	S.Y.	\$ 56.00	\$ 3,920.00	\$ 188.00	\$ 13,160.00	\$ 190.00	\$ 13,300.00
24	CEMENT CONC. DRIVEWAY ENTRANCE TYPE 1	480	S.Y.	\$ 81.50	\$ 39,120.00	\$ 65.00	\$ 31,200.00	\$ 75.00	\$ 36,000.00
25	CEMENT CONC. TRAFFIC CURB AND GUTTER	2960	L.F.	\$ 19.20	\$ 56,832.00	\$ 28.00	\$ 82,880.00	\$ 24.00	\$ 71,040.00
26	RELOCATE CATCH BASIN	2	EA.	\$ 1,250.00	\$ 2,500.00	\$ 1,300.00	\$ 2,600.00	\$ 1,000.00	\$ 2,000.00
27	SHORING OR EXTRA EXCAVATION CLASS B	1	L.S.	\$ 1.50	\$ 1.50	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
28	ROADWAY SURVEYING	1	L.S.	\$ 13,000.00	\$ 13,000.00	\$ 9,000.00	\$ 9,000.00	\$ 10,000.00	\$ 10,000.00
29	UNKNOWN UTILITY REPAIR	5000	DOL	\$ 1.00	\$ 5,000.00	\$ 1.00	\$ 5,000.00	\$ 1.00	\$ 5,000.00
				Subtotal	\$ 553,679.50	Subtotal	\$ 599,544.00	Subtotal	\$ 649,415.00



RH2 ENGINEERING, INC.
www.rh2.com
mailbox@rh2.com
1.800.720.8052

WASHINGTON
LOCATIONS

BOTHELL
MAIN OFFICE
22722 29th Drive SE, Suite 210
Bothell, WA 98021

BELLINGHAM

EAST WENATCHEE

ISSAQUAH

RICHLAND

TACOMA

OREGON
LOCATIONS

NORTHERN OREGON
MAIN OFFICE
6500 SW Macadam Ave. Suite 125
Portland, OR 97239

SOUTHERN OREGON
3523 Arrowhead Drive, Suite 200
Medford, OR 97504

July 20, 2017

Ms. Jenn Saugen, P.E.
City of Wenatchee
1350 McKittrick Street
Wenatchee, WA 98801

Sent via: Email

Subject: Evaluation of Bids and Recommendation of Award S. Chelan Avenue Sidewalk Improvements Phase 2

Dear Jenn:

This letter summarizes RH2 Engineering, Inc.'s (RH2) review of the four bids received for the City of Wenatchee (City) S. Chelan Avenue Sidewalk Improvements Phase 2 project and our recommendation for award.

The City received four proposals at the time of the bid opening at 2:00 p.m. on Wednesday, July 19, 2017. Of the four bidders, Bianchi Construction, was the apparent low bidder at \$552,021.00. This bid price includes sales tax. This represented an overall bid approx. 5% higher than the engineer's estimate.

Given the past history the City has had with Bianchi Construction and their knowledge of the project, RH2 finds them to be a qualified contractor. Contingent upon City approval, RH2 recommends award of the project to Bianchi Construction.

Please do not hesitate to contact me with any questions you may have at (509) 886-6761 or ehowe@rh2.com.

Sincerely,

RH2 ENGINEERING, INC.

Erik Howe, P.E.
Project Manager

EH/



7-20-2017

cc: Ms. Brooklyn Holton, City of Wenatchee

2017 Capital Improvement Project Budget

Date: June 22, 2017

Project Name: Chelan Avenue Phase II & III Project Category: Sidewalk

Project Description: Construct sidewalk, install lighting and incorporate public art between Chelan Avenue at the Community Center and south to Ferry Street.

Lead Engineer:	<u>Gary Owen</u>	Start Year:	<u>2016</u>
Assigned Department:	<u>Engineering</u>	End Year:	<u>2017</u>
Original Project Budget:	<u>\$665,100.38</u>	Project Number:	<u>1611</u>
Budget Amendment:	<u></u>	Total City Funding:	<u>\$312,163.85</u>
		Other Funding:	<u>\$352,936.53</u>

Revenue Notes and/or Requests for Budget Changes:

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2016	2017	2018-2019	
Design Engineering	\$65,904.00			\$65,904.00			\$65,904.00
In House Management							
Construction Contract & Surveying	\$599,196.38				\$599,196.38		\$599,196.38
Construction Engineering							
Miscellaneous							
Art Fund							
Total Project Expenditures	\$665,100.38			\$65,904.00	\$599,196.38		\$665,100.38

Project Revenues by Category		Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
					2016	2017	2018-2019	
Fund:	General Fund	\$52,851.85				\$166,027.04	-\$170,000.00	-\$3,972.96
Fund:	Storm	\$16,905.00				\$16,905.00		\$16,905.00
Fund:	Water	\$17,020.00				\$17,020.00		\$17,020.00
Fund:	TBD	\$225,387.00				\$225,387.00		\$225,387.00
Fund:								
GRANTS:								
	Federal - CDBG	\$352,936.53			\$65,904.00	\$173,857.34	\$170,000.00	\$409,761.34
	TIB							
Total Project Revenues		\$665,100.38			\$65,904.00	\$599,196.38		\$665,100.38

**COUNCIL AGENDA REPORT
COMMUNITY DEVELOPMENT DEPARTMENT**

TO: Frank Kuntz, Mayor
City Council

FROM: Sandra Van Osten, Housing Programs Coordinator
Glen Devries, Community Development Director

SUBJECT: 2017 - 2019 Homeless Grant Funding Recommendations

DATE: July 24, 2017

MEETING DATE: July 27, 2017

I. OVERVIEW

The City of Wenatchee is responsible for administering the Ten-Year Plan to Reduce Homelessness in Chelan and Douglas counties, pursuant to an interlocal agreement with Chelan County, Douglas County, and the City of East Wenatchee. This includes the distribution of local homeless funds collected by county auditors from recording surcharge fees and funds distributed by the Washington State Department of Commerce through the Consolidated Homeless/Housing & Essential Needs Grant (CHG/HEN) and the Emergency Solutions Grant (ESG). The homeless planning and fund distribution processes are guided by the Homeless Steering Committee. The Steering Committee is comprised of community representatives and local elected officials invited from all jurisdictions in Chelan and Douglas Counties.

A new grant term recently began for the two-year period of July 1, 2017 – June 30, 2019. Funding proposals for that grant term were reviewed by a subgroup of the Homeless Steering Committee on May 24th – May 25th. Funding recommendations were then developed and approved by the larger Homeless Steering Committee on June 1st. These recommendations were approved by the Wenatchee City Council on June 8th.

There have been two recent developments that have impacted the original funding recommendations:

1. Emergency request from Women’s Resource Center (WRC): On July 11th, WRC submitted an emergency request for funding to the Homeless Steering Committee (see attached letter). WRC had a major sewage leak in the basement of their Bruce transitional housing facility in June. Although they were able to temporarily repair the leak, extensive repairs will still be required to avoid future sewage leaks. In addition, their HVAC system has started to fail. Although they had raised \$50,000 in private donations, they are still falling short of the total amount required to replace the system. If either the HVAC system or the sewage system fails again, up to 88 individuals (39 households) will be displaced into homelessness in the community. WRC requested \$100,000 to complete the required repairs. The \$100,000 award would cover most of the repairs, but would still require additional fundraising by WRC to fully complete. The Steering Committee recommends awarding \$122,000 to allow WRC to fully complete the repairs without waiting for additional fundraising to occur. It is recommended that the funding award be contingent upon WRC receiving at least two bids each for the sewer repair and the HVAC replacement.
2. Additional CHG/HEN funding: At the time of the original funding approvals, the Commerce Department had issued tentative funding estimates for the 2017-2019 grant term upon which the original funding recommendations were based. However, the final funding amounts could not be confirmed until passage of the 2017 – 2019 Washington State operating budget. As a result, it was anticipated that final funding amounts for CHG and ESG could change which would impact subsequent available subgrantee funding. To accommodate this potential contingency, the City Council approved the following contingency plan at the June 8th City Council meeting:

**COUNCIL AGENDA REPORT
COMMUNITY DEVELOPMENT DEPARTMENT**

- If total CHG or ESG funding levels increased by less than \$10,000, City staff were authorized to apply the additional funding to the Community Action Council’s prevention grant without reconvening the Homeless Steering Committee.
- If total funding levels decreased by less than \$10,000, City staff were authorized to adjust subgrantee funding levels as deemed appropriate without reconvening the Homeless Steering Committee.

The state budget was passed on June 30th. City staff was notified of final CHG and ESG funding awards on July 11th. The funding increased/decreased by the following amounts:

Funding Source	Original Estimate	Final Budget	Change
CHG/ESG*	\$280,779	\$570,468	\$289,689
CHG - TANF	\$40,198	\$73,792	\$33,594
CHG - HEN	\$392,668	\$377,255	-\$15,413
TOTAL	\$713,645	\$1,021,515	\$307,870

**Note: Original estimates included \$210,584 for CHG and \$70,195 for ESG. The final budget incorporated ESG funding into the CHG grant. As a result, the City will not receive separate ESG funding for the upcoming grant term.*

The CHG/HEN funding levels increased by more than the \$10,000 limit outlined in the original contingency plan noted above. Therefore, the Homeless Steering reconvened on July 18th to develop additional funding recommendations. The Committee recommends the following additional CHG/HEN funding allocations which includes approval of the Women’s Resource Center request for emergency funding:

	Additional Funding to be Allocated			
	CHG: Base Funding	CHG: TANF	CHG: HEN	Total
TOTAL ADDITIONAL FUNDING	\$289,689	\$33,594	-\$15,413	\$307,870
Women's Resource Center Emergency Request*	\$122,000			\$122,000
Community Action Council: Rapid Rehousing	\$35,799	\$16,797	-\$7,321	\$45,275
Community Action Council: Prevention Services	\$35,798	\$16,797	-\$7,321	\$45,274
Landlord Liaison: Risk Mitigation Fund	\$40,000			\$40,000
SAGE: Coordinated Entry	\$5,400			\$5,400
Chelan Valley Hope: Coordinated Entry	\$5,400			\$5,400
City Administration	\$45,292		-\$771	\$44,521

**The WRC emergency capital request is not eligible under CHG funding guidelines. WRC currently has a County Homeless grant for Bruce Housing facility operations. The Committee recommends transferring a portion of the Bruce operational grant to CHG and then covering the WRC emergency request through County Homeless funds.*

**COUNCIL AGENDA REPORT
COMMUNITY DEVELOPMENT DEPARTMENT**

Note:

The Commerce Department has provided the City with a final budget for the 2017-2019 grant term upon which the funding recommendations listed above are based. However, the City's written grant contract has not been formally issued by Commerce and is pending final budget authorization. This is a final administrative step through Commerce and they do not anticipate funding adjustments. However, it is possible that the final CHG/HEN budget may vary slightly. To accommodate this potential contingency, the Homeless Steering Committee recommends the following:

- If total CHG/HEN levels increase/decrease by less than \$10,000, City staff is authorized to adjust subgrantee funding levels as deemed appropriate without reconvening the Homeless Steering Committee or obtaining additional City Council approval.

II. ACTION REQUESTED

Staff recommends the City Council accept the Homeless Steering Committee's recommendations and authorize the Mayor to:

- Enter into grant agreements between the Department of Commerce and the City of Wenatchee for the Consolidated Homeless/Housing & Essential Needs Grant (CHG/HEN) including the following potential amendments:
 - Mid-year extensions in June 2018 for HEN and any subsequent HEN subgrants.
 - CHG funding level adjustments per the limitations stipulated and recommended by the Homeless Steering Committee.
- Enter into two-year grant agreements with subgrantees as recommended above by the Homeless Steering Committee.

III. FISCAL IMPACT Submitted to the Finance Committee Yes No - X

The sources of funds being made available include local and state funding specifically restricted to homeless and low-income housing eligible activities. Additional funds have been set-aside for City homeless program management activities including administration, data collection/evaluation, grantee monitoring/auditing, and the development/implementation of a region-wide coordinated entry system and a landlord/tenant liaison program. Fiscal impacts to the City include administration & program management costs associated with administering these programs. A certain percentage of grant funds may be spent on City administration and program expenses. An estimate of these expenses are included in the 2017 adopted budget for funds 113, 117, and the Community Development Department budget. These expenses are reimbursable activities. Minor budget amendments are expected throughout the two-year grant term.

IV. REFERENCE(S): N/A

V. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Allison Williams, Executive Services Director
Brad Posenjak, Finance Director



July 11, 2017

City of Wenatchee
Homeless Steering Committee
1350 McKittrick Street
Wenatchee, WA 98801

Dear Committee Members:

I am writing to ask you to consider releasing Homeless Emergency Funds to help us repair our sewer line under the Bruce Transitional Housing facility and assist with the cost of replacing their HVAC system.

On June 5th, the sewer line backed up into the basement of the Bruce. Service Master Restoration was called to remove the raw sewage and conduct remediation and sanitation procedures. After-Hours Plumbing was also brought in to attempt to remedy the blockage problem in the line. We notified the City of Wenatchee in case part of the blockage was beyond our line into the City's main.

After-Hours 'snaked' the line and was able to remove some of the blockage. The City also 'snaked' their main but found no blockage beyond our line. Since they have the ability to visually inspect the sewer lines with their camera system, we had Allied Plumbing conduct a thorough evaluation of our sewer line. They identified several areas where roots had grown into our line as well as general degradation and sloughing of the cast iron pipe and break down of the clay line near the street. Portions of the line were nearly completely closed in several areas.

Unfortunately, the line backed up again on June 19th and Service Master had to return to conduct additional remediation. We then had Allied Plumbing clear the line using a powerful water jetting system that successfully cut out some of the roots. They informed us that although the line had been temporarily opened up, they can't be sure of the condition of the pipe where the roots were removed and that there could be significant damage to the clay pipe and narrowing of the cast iron. We had to completely shut off all water to the Bruce for 24-hours until the line was cleared. A porta-potty was brought in and we supplied residents with food and water. You can imagine the burden of going up and down flights of stairs for pregnant women and mothers with small children to use the outdoor bathroom for a full day.

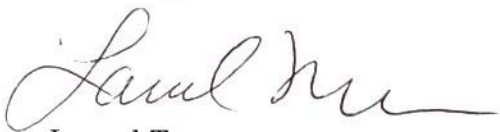
Allied advised us to replace or rehabilitate the line as soon as possible to avoid another catastrophic backup caused by collapse of the compromised pipes. The most cost-effective remedy to repair and secure the line would be to install the same type of lining system that the City of Wenatchee uses for their sewer line repair. Although very expensive, this method is considerably less costly than digging up the basement of the Bruce as well as under the City's sidewalk to remove the existing line and replace it. Because the existing lines are installed approximately 14 feet below grade, this would require special digging and soil removal procedures. Allied's estimate to install the lining and connect all the lateral lines leading to the main line is approximately \$80,000. Their estimate is attached.

Thus far, we have received bills related to the triage plumbing and clean-up totaling approximately \$14,500. There are more bills to come and our insurance has a cap of \$24,000 for the incident.

Prior to encountering our plumbing crisis, we knew we had to replace our antiquated HVAC units at the Bruce which were installed in the mid-1970s. We had successfully raised \$50,000 of the nearly \$100,000 needed to replace the HVAC system from the Wenatchee Rotary and Chelan County. When the sewer line crisis arose, both donors approved the use of the funds to address the more immediate problem of the sewer line repair. However, we realize problems with the HVAC are sure to arise and doubt that the existing systems can be repaired again. In fact, just last week, the air conditioning failed in our commercial space on Mission Street and we are having to replace the compressor at a cost of approximately \$2,500.

If either the sewer system or the cooling system fail completely, we would have to relocate our residents. Our occupancy at the Bruce averages over 80 individuals, approximately one-third of whom are children. I am personally very concerned about the possibility of another crisis. Therefore, on behalf of the extremely-low-income families we serve and our Board of Directors, I respectfully request a release of approximately \$100,000 in Homeless Emergency Funds to assist us in remedying these critical problems.

Sincerely,

A handwritten signature in cursive script that reads "Laurel Turner". The signature is written in black ink and is positioned above the printed name and title.

Laurel Turner
Executive Director

Enclosure



ALLIED TRENCHLESS
 246 W. Manson Hwy., #124
 Chelan, WA 98816
 509-662-6622 or 509-682-4700

Estimate 16227202
Job 16211618
Estimate Date 6/27/2017
Completed Date
Customer PO

Billing Address
 Women's Resource Center
 202 Palouse Street
 Wenatchee, WA 98801 USA

Job Address
 Bruce Motel
 206 Palouse Street
 Wenatchee, WA 98801 USA

Estimate Details

Sewer line rehabilitation.: Estimate to repair underground sewer line from building to the cities main sewer line.

Task #	Description	Quantity	Your Price	Your Total
GT750800	Sewer line findings.	1.00	\$75,000.00	\$75,000.00

Camera and drain cleaning work has found multiple problem areas with existing sewer line. The line has three sections that compose the line has a whole.

1) Four inch cast iron line. This line is the beginning of the total line. This line has a build up of rust scaling resulting in reduced pipe size and a rough pipe path causing a increased chance of back ups. We also found broken pieces of pipe in this line causing a spot that could catch drainage material. Recommend replacing.

2) Six inch cast iron line. This is the middle section of line under the building. This part of the line had a few pieces of broken pipe in it. Under the edge of the building there are multiple fittings that are separated and have large root intrusions. Prior to cleaning the roots completely filled the 6 inch pipe and travel a distance down pipe roughly 8 feet. These roots will grow back and continue damaging the pipe. Recommend replacing.

3) 6inch clay pipe. This section of line goes from the edge of the building and connects with the city main line under Mission Ave. This pipe have multiple cracks and broken sections though out the length. The pipe is about 14 feet deep under the roadway. Recommend replacing.

Pipe rehab.

Includes labor equipment material and permitting to line sewer line from basement area out to city mainline. Our new installed line could be installed with minimal impact to the interior of the building and none outside. This new line would fix all poor conditions of the pipe and prevent all further issues. This is a rough estimate for budgeting purposes. Price could vary if more or less work is desired.

Sub-Total \$75,000.00
Tax \$6,300.00
Total \$81,300.00