



MEMO

Parks, Recreation and Cultural Services Department

To: Mayor Kuntz and City Council Members
From: Dave Erickson, Parks, Recreation and Cultural Services Director
Date: November 21, 2018
Re: Arts, Recreation and Parks Commission appointments

ACTION REQUESTED

Move approval of Resolution 2018-42 re-appointing Dan Langager to position eight of the Wenatchee Arts, Recreation and Parks Commission with a term expiring December 31, 2021.

Move approval of Resolution 2018-43 re-appointing Marlin Peterson to position seven of the Wenatchee Arts, Recreation and Parks Commission with a term expiring December 31, 2021.

Move approval of Resolution 2018-44 appointing Mr. Mark Lewis to position six of the Wenatchee Arts, Recreation and Parks Commission with a term expiring December 31, 2021.

Move approval of Resolution 2018-45 appointing Ms. Morgan Mott to position five of the Wenatchee Arts, Recreation and Parks Commission with a term expiring December 31, 2020.

BACKGROUND – ARTS, RECREATION AND PARKS COMMISSION

The Arts, Recreation and Parks Commission is a nine-member citizen volunteer commission that serves in an advisory capacity to the Wenatchee City Council. The primary functions of the Commission are to:

- Review and make recommendations concerning recreation program offerings of the City.
- Oversee the City's art collection and comprehensive arts program.
- Provide recommendations regarding the acquisition, development and maintenance of park areas.
- Serve as the City Forestry Board and oversee the Urban Forestry Program.
- Review and make recommendations regarding the implementation of the City Parks, Recreation and Open Space Plan.
- Provide advice and make recommendations concerning the Wenatchee Community Center and Cemetery.
- Review art, recreation and park related proposals.
- Complete regular reviews of fees and charges for services.

Dan Langager and Marlin Peterson just completed their first terms on the Commission and would like to be reappointed for a second term.

Mr. Mark Lewis and Ms. Morgan Mott applied to serve on the Commission in vacant positions that were created when Commissioner Farrar moved out of State and Commissioner Page resigned due to other commitments. Mr. Lewis has volunteer experience with Apple Blossom and

Applearians and cemetery operations and Ms. Mott has a background art, cemetery, landscape architecture, anthropology and American Indian studies. Copies of their applications are attached.

At their November 20, 2018 meeting, the Arts, Recreation and Park Commission interviewed the candidates and unanimously recommended the appointment and re-appointments.

RESOLUTION NO. 2018-42

A RESOLUTION, re-appointing a member to the Arts, Recreation and Parks Commission.

WHEREAS, Dan Langager has just completed his first term on the Arts, Recreation and Parks Commission; and

WHEREAS, at their November 20, 2018 meeting the Arts, Recreation and Parks Commission interviewed and unanimously recommended Dan Langager to be re-appointed to the Commission.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF WENATCHEE makes the following appointment to the Arts, Recreation and Parks Commission Position Eight with a term ending on December 31, 2021:

NAME & ADDRESS

Dan Langager
1107 Westwood Avenue #12
Wenatchee, WA 98801

TERM EXPIRES

December 31, 2021

PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE at a regular meeting thereof this 6th day of December 2018.

CITY OF WENATCHEE,
a Municipal Corporation

By: _____
FRANK KUTNZ, Mayor

ATTEST:

By: _____
TAMMY 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 checked="" 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 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: Langager First Name: Dan Initial: S

Physical Address: 1107 Westwood Ave #12 City: Wenatchee Zip: 98801

Mailing Address: " City: " Zip: "

Day Phone: 509-679-3735 Evening Phone: (same)

E-mail: dan@kohoradio.com Years lived in Wenatchee Valley: ~15

Occupation: News Director, KOHO 101 FM Years of Experience: 4.5

Work Address: 32 N. Mission St. City: Wenatchee Zip: 98801

Education and Formal Training: Bachelors of Arts in English, Western Wash. University

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: Plug In NCW, board member Length of Service: 3.5 years

Organization and Duties: _____ Length of Service: _____

Skills/Special Interests: Strong communication and listening skills, experience being on a board, parks lover

Experience related to the Commission/Board: I have close to four years
experience being on a volunteer board. My work as a reporter
and radio anchor has taught me strong listening and communication
skills. In my capacity at KOTV, I've interviewed Dave, Sascha and
Caryl many times and reported on Saddle Rock, Hale Park and other Wenatchee
happenings.

Why are you seeking this appointment? I'm seeking this position because I'm
invested in Wenatchee parks and art. I frequent Castle Rock,
Hale Park, Saddle Rock and others regularly. I've seen the growth
in arts downtown and recreation programs over the last few years
and hope I can help continue that positive trend.

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

If yes, please explain: However, in reporting on board decisions, our other
reporter at KOTV may have to cover them to
avoid even the perception of conflict.

REFERENCES

Name: Sascha Smith
Address: 1350 McKittrick St. City: Wenatchee, WA Zip: 98801
Phone: 888-3283 Email: SSmith@wenatchee.wa.gov
Occupation: Recreation Coordinator, Wen. Parks + Rec Years known: 13

Name: Elliott Salmon
Address: 32 N. Mission St. City: Wenatchee WA Zip: 98801
Phone: 667-2400 Email: e.salmon@kohoradio.com
Occupation: General Manager, Icicle Broadcasting Inc. Years known: 4.5

Name: _____
Address: _____ City: _____ Zip: _____
Phone: _____ Email: _____
Occupation: _____ Years known: _____

AFFIDAVIT OF APPLICANT

I, Daniel Langager, 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.



(Signature)
Date: 11/7/17



**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:  Date: 11/7/17

RESOLUTION NO. 2018-43

A RESOLUTION, re-appointing a member to the Arts, Recreation and Parks Commission.

WHEREAS, Marlin Peterson has just completed his first term on the Arts, Recreation and Parks Commission; and

WHEREAS, at their November 20, 2018 meeting the Arts, Recreation and Parks Commission unanimously recommended Marlin Peterson to be re-appointed to the Commission.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF WENATCHEE makes the following appointment to the Arts, Recreation and Parks Commission Position Seven with a term ending on December 31, 2021:

NAME & ADDRESS

Marlin Peterson
1900 Skyline Drive
Wenatchee, WA 98801

TERM EXPIRES

December 31, 2021

PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE at a regular meeting thereof this 6th day of December 2018.

CITY OF WENATCHEE,
a Municipal Corporation

By: _____
FRANK KUTNZ, Mayor

ATTEST:

By: _____
TAMMY 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 checked="" 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 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: Peterson First Name: Marlin Initial: A

Physical Address: 1900 Skyline Drive City: Wenatchee Zip: 98801

Mailing Address: Same City: _____ Zip: _____

Day Phone: 509 881 8652 Evening Phone: _____

E-mail: marlinpeterson@gmail.com Years lived in Wenatchee Valley: 5

Occupation: freelance illustrator, instructor at WVC Years of Experience: 10

Work Address: same as home City: _____ Zip: _____

Education and Formal Training: BA History at WWU, Science Illustration UCSC

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: _____ Length of Service: _____

Skills/Special Interests: _____

Experience related to the Commission/Board: _____

I have been involved with a wide array of public art, mostly in the form of murals. I have traveled widely and enjoy and appreciate the role public art plays in all cities.

Why are you seeking this appointment? _____

I love Wenatchee, and have taken part in some of the public art in Wenatchee. I would find it enriching to be a part of the path that Wenatchee takes in adding new public art in the future.

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

If yes, please explain: _____

REFERENCES

Name: Scott Bailey
Address: Via dei Pepi, 62, 50121 City: Firenze, Italy Zip: _____
Phone: 011 39 345 9716993 Email: bailey.scott.j@gmail.com
Occupation: Head of the art department Wenatchee Valley College Years known: 6

Name: Christine Bosa
Address: 1900 skyline drive City: Wenatchee Zip: 98801
Phone: 206 817 9774 Email: bosa.christine@gmail.com
Occupation: Nurse Practitioner CVCH Years known: 15

Name: _____
Address: _____ City: _____ Zip: _____
Phone: _____ Email: _____
Occupation: _____ Years known: _____

AFFIDAVIT OF APPLICANT

I, Marlin Peterson, 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.

Marlin A Peterson

(Signature)

04/04/17

Date: _____

RESOLUTION NO. 2018-44

A RESOLUTION, appointing a member to the Arts, Recreation and Parks Commission.

WHEREAS, a vacancy exists on the Arts, Recreation and Parks Commission; and

WHEREAS, at their November 20, 2018 meeting the Arts, Recreation and Parks Commission interviewed and unanimously recommended Mr. Mark Lewis to be appointed to the Commission; and

WHEREAS, Mr. Lewis will bring valuable cemetery and volunteer experience to the Commission.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF WENATCHEE makes the following appointment to the Arts, Recreation and Parks Commission Position six with a term ending on December 31, 2021:

NAME & ADDRESS

Mr. Mark Lewis
1466 South Wenatchee Avenue
Wenatchee, WA 98801

TERM EXPIRES

December 31, 2021

PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE at a regular meeting thereof this 6th day of December 2018.

CITY OF WENATCHEE,
a Municipal Corporation

By: _____
FRANK KUTNZ, Mayor

ATTEST:

By: _____
TAMMY 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 checked="" type="checkbox"/> Cemetery Advisory Board | <input type="checkbox"/> Historic Preservation Board |
| <input type="checkbox"/> Civil Service Board | <input 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: Lewis First Name: Mark Initial: O.

Physical Address: 1466 S. Wenatchee Ave/ City: Wenatchee Zip: 98801

Mailing Address: P.O. Box 4765 City: Wenatchee Zip: 98807

Day Phone: 509-664-2963 Evening Phone: 509-664-2963

E-mail: columbiapetservice@nwi.net Years lived in Wenatchee Valley: 50+

Occupation: Owner, Columbia Pet Service Years of Experience: 23

Work Address: 1466 S. Wenatchee Ave. City: Wenatchee Zip: 98801

Education and Formal Training: Graduate, Wenatchee H.S.; Attended Brigham Young Univ. and WVC; 13 years funeral industry, 23 years owner of Columbia Pet Service

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: Wenatchee Applarians Length of Service: 26 years

Organization and Duties: Washington State Apple Blossom Festival, Volunteer Length of Service: 33 years

Organization and Duties: Washington State Apple Blossom Festival Board Member/ Director General, 2017 Length of Service: 7 years

Organization and Duties: _____ Length of Service: _____

Organization and Duties: _____ Length of Service: _____

Skills/Special Interests: _____

Experience related to the Commission/Board: 13 Years in the funeral business in East Wenatchee; 23 years as owner/
operator at Columbia Pet Service, a pet cremation business in Wenatchee.

Why are you seeking this appointment? I have been asked by Matt Leonard. Previously, served on the Cemetery Advisory Board
set up by Dan Frazier.

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

If yes, please explain: _____

REFERENCES

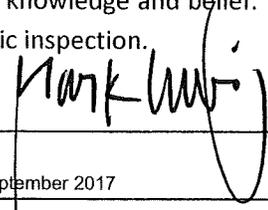
Name: Darci Christopherson
Address: 2 So. Chelan St. City: Wenatchee Zip: 98801
Phone: 509-662-3616 Email: darci@appleblossom.org
Occupation: Administrator, Washington State Apple Blossom Festival Years known: 20+

Name: David Gellatly
Address: 446 Allison City: Wenatchee Zip: 98801
Phone: 509-670-5552 Email: gellatly2211@gmail.com
Occupation: Owner, Gellatly Properties Years known: 20+

Name: Don Gurnard
Address: 306 Canyon Pl. City: Wenatchee Zip: 98801
Phone: 509-393-1412 Email: dgurnard@nwi.net
Occupation: Appraiser, Pacific Appraisal Assoc. Years known: 50+

AFFIDAVIT OF APPLICANT

I, Mark Lewis, 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.



(Signature)
Date: 20 September 2017



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: Mark Lewis

Date: 20 Sept 2017

RESOLUTION NO. 2018-45

A RESOLUTION, appointing a member to the Arts, Recreation and Parks Commission.

WHEREAS, a vacancy exists on the Arts, Recreation and Parks Commission; and

WHEREAS, at their November 20, 2018 meeting the Arts, Recreation and Parks Commission interviewed and unanimously recommended Ms. Morgan Mott to be appointed to the Commission; and

WHEREAS, Ms. Mott will bring valuable cultural, art and cemetery experience to the Commission.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF WENATCHEE makes the following appointment to the Arts, Recreation and Parks Commission Position five with a term ending on December 31, 2020:

NAME & ADDRESS

Ms. Morgan Mott
628 Chinook Drive
Wenatchee, WA 98801

TERM EXPIRES

December 31, 2020

PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE at a regular meeting thereof this 6th day of December 2018.

CITY OF WENATCHEE,
a Municipal Corporation

By: _____
FRANK KUTNZ, Mayor

ATTEST:

By: _____
TAMMY STANGER, City Clerk

APPROVED:

By: _____
STEVE D. SMITH, City Attorney



City of Wenatchee
Volunteer Commission and Board Application

RECEIVED

SEP 20 2016

CITY OF WENATCHEE
MAYOR'S OFFICE

COMMISSION/BOARD INFORMATION

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

- | | |
|-------------------------------------------------------------------------|-----------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Arts, Recreation & Parks Commission | <input type="checkbox"/> Greater Wenatchee Regional Events Center PFD Board |
| <input checked="" type="checkbox"/> Cemetery Advisory Board | <input type="checkbox"/> Historic Preservation Board |
| <input type="checkbox"/> Civil Service Board | <input type="checkbox"/> Lodging Tax Advisory Committee |
| <input type="checkbox"/> Code Enforcement Board | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Diversity Advisory Committee | <input checked="" 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: Mott First Name: Morgan Initial: L

Physical Address: 628 Chinook Dr. City: Wenatchee Zip: 98801

Mailing Address: Same City: _____ Zip: _____

Day Phone: 509.860.8191 Evening Phone: Same

E-mail: Morganmott0604@gmail.com Years lived in Wenatchee Valley: 25+

Occupation: Superior Court Clerk Years of Experience: 2.5

Work Address: 350 Orondo Ave City: Wenatchee Zip: 98801

Education and Formal Training: BA anthropology/minor American Indian Studies from University of Washington

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: Random hours/organizations Length of Service: 4-5 years
- Organization and Duties: in college Length of Service: _____
- Organization and Duties: _____ Length of Service: _____
- Organization and Duties: _____ Length of Service: _____
- Organization and Duties: _____ Length of Service: _____
- Skills/Special Interests: I'm interested in anything historical, all art, I am very creative, and a good problem solver.

Experience related to the Commission/Board: I took multiple archaeology classes that examined cemeteries, burial grounds, and different burial practices. I also completed an archaeological project on the Roslyn cemetery - which was fascinating! Cemeteries help share our communities/city's history.

Why are you seeking this appointment? To better myself and to give back to and contribute to this amazing community that helped raise me.

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

If yes, please explain: _____

REFERENCES

Name: Liz Hayes
Address: unknown City: Leavenworth Zip: 98826
Phone: 509.667.6461 Email: Liz.hayes@co.chelan.wa.us
Occupation: Court Facilitator Years known: 2.5

Name: Allen Blackman
Address: unknown City: Wenatchee Zip: 98801
Phone: 509.667.6590 Email: allen.blackman@
Occupation: Deputy prosecuting attorney Years known: 2.5

Name: Commissioner Bart Vandegriff
Address: 718 Kriewald Ct. City: Wenatchee Zip: 98801
Phone: 509.667. Email: Bart.vandegriff@co.chelan.wa.us
Occupation: Court Commissioner Years known: 28

AFFIDAVIT OF APPLICANT

I, Morgan Mott, 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.

Morgan Mott
(Signature)
Date: 9.16.16



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

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3. Practice open and accountable government. I will be as open as possible about my decisions and actions, and also protect confidential information.
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5. Not make decisions in order to gain financial or other benefits for myself, my family, or friends.
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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 job and be thorough in recommendations. I will review agenda items under consideration prior to the meeting, and act on all matters scheduled for consideration. My concern will be to enhance the value of the group's recommendation.

9. Adhere to the City's policies and all endeavors and strive to safeguard the public trust. I shall adhere to the discussion (RCW 42.36).

10. Understand the role of the group, and that in most cases, the decisions are advisory.

11. Understand the role of administrators and staff carry out approved policy.

12. Establish a working relationship with other members. I will respect individual viewpoints and allow other members to express their views. I will be open and honest and welcome new members.

13. Not participate in political activities. However, I am not restricted from participating in non-political activities.

I hereby pledge to follow the City of Wenatchee policies and accept responsibility for my participation.

Sorry about
the write-out!
I was married
4 months ago and
always accidentally
sign w/ my
maiden name. :j

Signed: Margan Mott Date: 9.16.16



Kim Morrison
Chelan County Clerk
350 Orondo Avenue Suite 501, Wenatchee WA 98801-2885

Date: September 12, 2016

To: City of Wenatchee

Re: **Cemetery Board Appointment**

Morgan Mulhall, an employee in our office for 2 plus years, has expressed an interest in serving on the City of Wenatchee's Cemetery Board. She is employed as a Legal Clerk/Courtroom Clerk for Chelan County Superior Court and also assists on the phone and at the front counter answering numerous, wide-ranging questions from the public we serve. From her first day in our office she actively pursued additional responsibility, knowledge and training. She has shared ideas and made good suggestions, many of which we have implemented. She is very proficient with technology and has quickly learned the ins and outs of complex data entry required in our records management system. She presents a professional appearance and a level-headed approach.

I encourage you to seriously consider appointing Morgan to serve on this board. She indicates she is looking to contribute more to the community she was raised by, give back and meet other professionals of all ages. I have no doubt you would find her to be a real asset in this assignment and once she gains experience you will see her take on additional challenges with enthusiasm and skill.

Please feel free to contact me if you have questions.

A handwritten signature in cursive script that reads "Kim Morrison".

Kim Morrison
Chelan County Clerk



MEMO

Parks, Recreation and Cultural Services Department

To: Mayor Kuntz and City Councilors
From: Dave Erickson, Parks, Recreation and Cultural Services Director
Re: Wenatchee Community Center Management Agreement Extension
Date: November 22, 2018

ACTION REQUESTED:

Move approval of Resolution 2018-46 extending the Community Center Management agreement with Chelan Douglas Community Action for one year.

BACKGROUND:

In 2012 and 2013 RFP processes were undertaken to return the management of the Wenatchee Community Center to the original concept of having a non-profit organization operate the Center while adhering to grant and other funding agency requirements. Chelan Douglas Community Action was successful in this process and on October 24, 2013 the City Council approved Resolution 2013-57 which authorized the Mayor to sign the management, operation and programming agreement. The agreement was also approved by Chelan Douglas Community Action Council.

The term of the agreement runs from January 1, 2014 through December 31, 2019. The term was established to coincide with the CDBG requirements to allow for the potential transfer of the center to Community Action at the conclusion of the term. Community Action is required to notify the City their intent to extend the agreement for additional 5 year period no later than December 31, 2018. If they intend to terminate the agreement there is a 120 day notice period. The specific language in the agreement reads:

- 1.2 This Agreement may be extended by the Contractor for two additional terms of five (5) years each. The Contractor may exercise the right to extend the term of this Agreement by providing written notice of its intent to extend no later than one (1) year before the termination of the current term or an extension of this Agreement. All terms and conditions of this Agreement shall continue to govern the Parties in the event this Agreement is extended.

Chelan Douglas Community Action has submitted a request to extend the lease for one year. The letter is on the following page.

The Community Center and extension request was discussed at the September, October and November Arts, Recreation and Parks Commission meetings and included representatives from Community Action and also the proposed Charter School. Following the discussions the Commission unanimously recommended approval of the one year extension request. The extension would expire December 31, 2020 with additional notification of future intent due to the City by December 31, 2019.



620 Lewis St. Wenatchee, WA 98801 Phone (509) 662-6156 Fax (509) 662-1737 www.cdca.org

October 22, 2018

Dave Erickson
Parks, Recreation and Cultural Services Director
City of Wenatchee
PO Box 519
Wenatchee, WA 98801

RE: Facility Management Agreement: Wenatchee Community Center

Dear Dave,

This letter is to request a one-year extension of the 5+1 year Facility Management Agreement dated October 24, 2013 for the Wenatchee Community Center Campus between our two entities.

The current Agreement has an end date of December 31, 2019 and a provision for the right to extend the Agreement no later than one year before the termination of the current term. We are requesting a one-year extension to allow our organization time to evaluate possible options in the long-term management or ownership of the Center; projected expense and revenue forecasts; and user lease options.

This year we experienced a change in leadership at Chelan-Douglas Community Action Council (CDCAC) and current administration has not had time to fully evaluate and research possible options and present a proposal for consideration before the CDCAC board of directors.

Thank you for your consideration of this request. If you need further information please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Alan R. Walker".

Alan R. Walker
Executive Director

RESOLUTION NO. 2018-46

A RESOLUTION, of the City of Wenatchee authorizing the Mayor to sign a Facility Management Agreement Extension with the Chelan Douglas Community Action Council for the operation and management of the Wenatchee Community Center.

WHEREAS, through the receipt of Federal Housing and Urban Development grants, corporate grants, and other funding sources, the City was able to acquire, renovate, and convert the former St. Joseph's church into the Wenatchee Community Center ("the Center"); and

WHEREAS, the City has operated the Center to primarily serve low and moderate income individuals through providing space and programs for family services for vulnerable populations, early childhood and adult basic education and training opportunities, youth recreation activities, a food bank and veteran's services; and

WHEREAS, the City conducted a request for proposals process in 2012-13 for management services for the Center to better meet the original goals and maintain the financial viability of the Center; and

WHEREAS, Chelan Douglas Community Action Council was selected to operate the Center through a Facility Management Agreement approved by Resolution 2013-57 on October 24, 2013 by the City Council; and

WHEREAS, the Chelan Douglas Community Action Council desires to extend the Agreement for one year while future management options are explored; and

WHEREAS, the Arts, Recreation and Parks Commission reviewed and recommended approval of the request to extend the Agreement at its November 20, 2018 meeting.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY the City Council of the City of Wenatchee that the Mayor shall be and hereby is authorized to sign an Amendment to Facility Management Agreement with the Chelan Douglas Community Action Council for the operation and management of the Center in the form attached hereto as Exhibit “A.”

PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE at a regular meeting thereof this 6th day of December 2018.

CITY OF WENATCHEE, a Municipal Corporation

By: _____
FRANK KUNTZ, Mayor

ATTEST:

By: _____
TAMMY STANGER, City Clerk

APPROVED:

By: _____
STEVE D. SMITH, City Attorney

EXHIBIT A

AMENDMENT TO FACILITY MANAGEMENT AGREEMENT

This Amendment to the Facility Management Agreement, dated for reference purposes October 24, 2013, is made between CHELAN-DOUGLAS COMMUNITY ACTION COUNCIL, a Washington public benefit corporation (“CDAC”) and the CITY OF WENATCHEE, a Washington municipality (“CITY”).

In consideration of the mutual promises, covenants, and conditions set forth herein, and other valuable consideration, the parties hereby agree as follows:

A. Paragraph 1.1 of the Agreement is deleted in its entirety, and the following new Paragraph 1.1 is inserted in its place:

1.1 The initial term of the Agreement was for six (6) years, beginning January 1, 2014 and extending through December 31, 2019. Due to special circumstances surrounding CDAC management changes, the Agreement term is extended through December 31, 2020.

B. This Amendment sets forth the entire agreement of the parties with respect to the amendment of the Agreement and supersedes the Agreement with respect to the amended provision. Except as specifically set forth herein, all of the terms of the Agreement shall continue in effect without modification or waiver. Any further modifications to the Agreement must be in writing and signed by both City and CDAC.

EXECUTED as of the date first set forth below:

City of Wenatchee

Chelan-Douglas Community Action

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____

COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council Members

FROM: Captain Edgar Reinfeld

SUBJECT: WASPC Mental Health Field Response Team Grant

DATE: December 6, 2018

Wenatchee Police Department, in conjunction with Catholic Charities, East Wenatchee Police Department, Chelan County Sheriff's Office, and Douglas County Sheriff's Office, was awarded a grant of up to \$92,655.99 covering the period of September 1, 2018 – June 30, 2019. The funds provide for additional coverage from Designated Crisis Responders through Catholic Charities to support law enforcement in the field in Chelan and Douglas Counties. As the lead agency, Wenatchee Police Department is responsible for reporting and acting as the pass-through for the grant funds to Catholic Charities. The grant contract is being presented for your consideration today.

Financial Impacts:

All financial matters were coordinated with Finance Director Posenjak. This contract has no direct financial impact to the City of Wenatchee but will be routed through department 23. Catholic Charities will invoice the City monthly. Wenatchee Police Department will invoice WASPC. WASPC will pay the City and the City will reimburse Catholic Charities.

No Financial Impacts:

N/A

Action Requested:

I request the Council provide authorization for Mayor Kuntz to sign the attached grant contract with WASPC.

Attachments:

- a. WASPC MHFRT Contract Face Sheet for signature
- b. WASPC MHFRT Contract with Application Materials

WASHINGTON ASSOCIATION
OF SHERIFFS & POLICE CHIEFS

MENTAL HEALTH FIELD
RESPONSE TEAMS PROGRAM
FACE SHEET

- | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>1. Contractor's Name and Address:
City of Wenatchee
Wenatchee Police Department
P.O. Box 519
Wenatchee, WA 98807</p> <p>2. Tax Identification No:
91-6001291</p> <p>3. Contract No:
MHFRT-2018-001-07</p> <p>4. Contact: Edgar Reinfeld
Title: Captain
Telephone: 509-888-4202</p> | <p>5. Contract Period
09/01/2018-06/30/2019</p> <p>6. Funding Authority
Washington State Criminal Justice
Training Commission and
Washington Association of
Sheriffs & Police Chiefs</p> <p>7. Service Area:
Counties of Chelan and Douglas</p> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

8. Requests for reimbursement under this CONTRACT are subject to the following Budget:

Consultants/Contracts:	\$89,600.00 for DCR salary/benefits
Travel:	\$1,655.99
Equipment:	\$1,400.00
Total	\$92,655.99

IN WITNESS WHEREOF, the WASPC and CONTRACTOR acknowledge and accept the terms of this CONTRACT and attachments hereto, and in witness whereof have executed this contract as of the date and year last written below. The rights and obligations of both parties to this CONTRACT are governed by the information on this CONTRACT Face Sheet and other documents incorporated herein by reference: Project Narrative and Grant Implementation Timeline, which constitute the Statement of Work; Contract Specific Terms and Conditions; and Permitted Agencies RideAlong App Use Agreement (a separately executed three-way agreement between WASPC, the CONTRACTOR and RideAlong).

FOR THE WASPC:

FOR THE CONTRACTOR:

 Steve Strachan, Executive Director
 Washington Association of
 Sheriffs & Police Chiefs
 Date: _____

 Name: Frank J. Kuntz
 Title: Mayor
 Date: _____

WASHINGTON ASSOCIATION
OF SHERIFFS & POLICE CHIEFS

MENTAL HEALTH FIELD
RESPONSE TEAMS PROGRAM
FACE SHEET

- | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
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FOR THE WASPC:

FOR THE CONTRACTOR:

 Steve Strachan, Executive Director
 Washington Association of
 Sheriffs & Police Chiefs
 Date: _____

 Name: _____
 Title: _____
 Date: _____



Wenatchee Police Department

140 S. Mission • PO Box 519 • Wenatchee, WA • 98807 – 0519
Business: 509 888-4200 • FAX: 509 888-4219 • www.wenatcheewa.gov

To: WASPC MHFRT Grant Program Panel

From: Captain Edgar Reinfeld

RE: Project Narrative

8 August 2018

Summary:

Beginning in 2015, Wenatchee Police Department partnered with Catholic Family and Child Services, now known as Catholic Charities, to provide crisis response services. Catholic Family Charities remains the contracted service provider for Crisis and Mental Health services for Chelan and Douglas Counties. The initial focus was on high-volume contacts and diverting them from being a draw on public safety and law enforcement and moving them into behavioral health services. The program grew from a single staff member from Catholic Charities responding to calls at the request of Officers in the field with Wenatchee Police Department to a small staff of Designated Crisis Responders (DCRs) and Designated Mental Health Professionals (DMHPs) responding to calls in the field for service for our department and those of our co-applicants, Chelan County Sheriff's Office, Douglas County Sheriff's Office, and East Wenatchee Police Department.

Crisis Response staff currently attend day shift briefings at Wenatchee Police Department at least two days per week and meet with the other three agencies at least weekly. The focus of these meetings is to pass on information regarding contacts law enforcement is making in the community with persons in crisis and suffering from a mental health condition. Additionally, Crisis Response staff provide information to law enforcement about clients they are trying to contact and to provide updates on referred clients and their current status.

Currently, the Crisis Response staff are on duty from 7:00 AM to 3:00 PM Monday-Friday. While on duty, the response times to calls for assistance in the field are minimal. Rapid response increases the likelihood of an Intercept 1 resolution to the contact. The request in this grant application is to fund a new MHP position to provide an additional 32-40 hours per week of on-duty coverage for our two-county region.

Program Structure:

The current crisis response staffing model is the Director of Community Integration, (2) DMHP/DCR, (1) DCR, and (1) Case Manager. They provide roughly forty hours of coverage per week with field response services in addition to the remainder of Mental Health Crisis services in our area. The current program provides rapid response, particularly in those areas close to the cities of Wenatchee and East Wenatchee.

The field response model has had several important effects including:

1. It reduces or eliminates repeated calls for service on the same subjects in the public eye. The first field response contact in 2015 ensured a single contact was made with a mentally and physically ill female from outside the local area. While she would have been subject to the Involuntary Treatment Act (ITA) and taken to the hospital, the Director of Community Integration (he had no other staff at this time for field work) came to the scene of the call and was able to rapidly access information on the patient and prepare for the next steps upon her transfer to the hospital. She was medically cleared and returned to her home

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town where there were already services in place. This pattern has continued with many other patients over the last three years of this program.

2. Increased familiarity with mental health workers and processes by officers. Officers in our four agencies know at least one member of the field response staff, if not all of them. Especially useful has been the increased understanding and knowledge of mental health processes, limitations, statewide structure of the mental health system, and options other than arrest for contacts in the field. Instead of dropping a contact off at the emergency department and leave them for a DMHP who might be hours away, they frequently have contact in the field and are often able to turn the contact over to the DMHP/DCR.

3. Reduced emergency department visits. While we do not have anything beyond anecdotal evidence to support this contention, many cases that might have resulted in an ITA trip to the hospital are instead diverted to DMHP/DCR staff for further contact as noted above.

4. Increased awareness of options other than arrest. At Wenatchee Police Department, we do not have booking restrictions other than temporarily to assist the jail with their needs. In light of this, custodial and cite and release arrests are the primary tools for dealing with criminal activity. A problem for law enforcement in this area is making an arrest for a minor criminal act on a suspect who is from out of the area, away from their support network, and/or with mental health conditions. They will likely leave the area prior to conclusion of their case only to be returned when a warrant for their arrest is issued and then served out of the area. We also have come to recognize that jail time is not the most effective time for mental health treatment. By diverting to services through the Intercept 1 concept, we are saving resources for a number of agencies in addition to our own local law enforcement.

Our desired end state is 24 hour coverage with an on-duty DMHP/DCR available to respond. This is, of course, a massive financial undertaking well beyond the scope of this application. Our application is for one DMHP/DCR position to increase the coverage of on-duty staff from 40 to 80 hours per week. The position would be through our service provider, Catholic Charities, and fall under the scope of the Director of Community Integration. The attached budget worksheet encompasses the costs for this position and related support equipment.

To maintain maximum flexibility in response, the focus of this DMHP/DCR will not be on ride-along activities, but responding to requests for service throughout the two counties. Ride-alongs are a critical element in training and ongoing familiarization with the area, with officers and deputies, and with agency practices, but will not be the primary means of delivering services for agencies. The DMHP/DCR will utilize a vehicle owned by Catholic Charities to respond to the field unless they are already out with an officer or deputy and are responding to a call for service for that agency.

This position is an addition to an existing program that has been effective for law enforcement in Chelan and Douglas counties. It meets the expectations of the language in SB 2892 as we are seeking an additional DMHP/DCR to increase our current levels of service and increase the number of Intercept 1 resolutions to mental health calls in the field with diversion (where possible) from both the jail and emergency department.

Service Area:

Currently, Catholic Charities provides service to Chelan and Douglas counties in partnership with the four law enforcement agency partners on this grant application. Chelan County covers 2,994 square miles and had an estimated population of 75,644 as of 2015. It contains Wenatchee (the largest city and county seat), Chelan, Leavenworth, Cashmere, Entiat, Manson, and numerous other unincorporated towns. Emergency Medical Services are provided by County Fire Districts and two private ambulance companies. Douglas County covers 1,849 square miles and had an estimated population of 40,534 as of 2015. The major city in Douglas County is East Wenatchee with additional towns of Rock Island, Waterville, Mansfield, Bridgeport, and many other small towns throughout the plateau east of the Columbia River.

Services are provided by the above staff. Some of the locations within this service area involve extended travel time. This has not prevented effective field response to date, even to outlying areas of the county. For the period of July 2017-June 2018, our four agencies handled a total of 47,770 calls for service that were documented through our multi-agency dispatch center and public safety answering point, Rivercom.

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A critical weakness in our data is a lack of information regarding the number of calls involving mental health conditions. The addition of the RideAlong software under this grant will provide data in this area. Douglas County Sheriff's Office started a tracking method in our joint Records Management System (RMS), Spillman, to track mental health related calls. All four agencies are now working to implement similar tracking by October 1, 2018. The new position would directly impact all agencies responses to calls for service where crisis response applies. The additional DMHP/DCR would significantly reduce response time in the additional covered work hours. In the current state, responses outside of staffed hours require a call-out from home for a DMHP/DCR where appropriate. For Wenatchee and East Wenatchee, on-duty responses are frequently under 15 minutes. Off-duty responses are typically at least one hour. More rural areas add drive time to these responses.

Data/Information Gathering:

A key component of growing our local Mental Health Field Response Team is having data that can drive scheduling and coverage. As noted above, all four agencies met with Rivercom on July 31, 2018 and agreed in principle to a common tracking method for mental health related calls going forward. By effectively utilizing a data field in our RMS, we will be able to track all of those calls. The training required for officer, deputies, dispatchers, and records staffs is minimal. It requires the modification of a single routine action, call clearance. The addition of the RideAlong software under this grant will cue all involved staff to mark the call for service as mental health related.

The key protocol to leverage RideAlong and an additional DMHP/DCR (in addition to our current crisis response staff) will be to mandate data entry in both RideAlong and our RMS to provide data for future use and to accurately report the efficacy of our combined efforts.

Training for information gathering in the RMS will be completed through directive and shift-change demonstration of the process. Training for RideAlong is contingent upon needed training for data entry, information extraction, and connection methods for the software. This will be accomplished through appropriate means once the needs are understood. All local law enforcement vehicles used for patrol operations are equipped with Mobile Data Computers (MDC). Many of the officers and deputies have issued smartphones. Training will be user specific for their expected means of utilizing RideAlong. As this is an expansion of a current program, no significant new training needs to be accomplished.

Training for the New Position:

For the new DMHP/DCR, training will come in two major areas. The primary area will be in relevant laws, local procedures (including health care facility standards and operations), and employer policies and will be provided by the employer, Catholic Charities. The other major area is the region and interaction with local law enforcement. As new staff have been added to the current crisis response team, they are introduced through shift changes and formal meetings at the local law enforcement agencies. This is followed by ride-along trips with officers and deputies to familiarize them with the local area, known problem locations, frequent contact locations, and with responses by each of our agencies. This model will be continued with new crisis response staff as they area added.

Additionally, the RideAlong software acts as a bridge between our RMS and mental health records. Formal training will be provided to all crisis response staff on data fields extracted from the RMS. Most of them are self-explanatory, but NCIC codes for scars, marks, and tattoos in particular require some explanation.

Transitions and Diversion:

We are fortunate to be on the edge of opening an new facility in our area for short-term crisis respite (up to 14 days) and transitional housing (up to 90 days) in Wenatchee. This facility, Parkside, is designed to serve four counties, Chelan, Douglas, Grant, and Okanogan under our new Behavioral Health Organization. Within the scope of this grant, the 16 beds in each category at Parkside are critical additional resources for diversion and transition. Entry protocols for law enforcement and emergency medical services have been built and will be in place at opening. The protocols are designed to be inclusive, including diversion from arrest where possible and appropriate.

For long-term solutions, crisis response is directly linked to our local MCOs. The goal is enrollment in services for all eligible subjects. The case manager position tied to crisis response is connected to

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outreach for housing, homeless, substance abuse disorders, and the MCOs to maintain engagement with persons who need services. For law enforcement, the RideAlong software would allow the inclusion of connected staff to individuals. This provides the opportunity to stay focused on Intercept 1 resolutions by referring contacts to their pre-existing services and service providers instead of taking actions including arrest or transport to the emergency department.

The addition of a new DMHP/DCR for expanded coverage hours will reduce redundant efforts to get services for persons in crisis. Our 24 hour crisis line can provide some information regarding those persons, but our best successes are those where a field response or rapid response to a medical facility occurs. Once the DMHP/DCR is involved, full history information and active services can be found and applied to the situation. While homelessness and lack of available housing are critical drivers in our mental health related incidents in this area, persons coming from out of the area with services at home consume large amounts of resources. Field response has paid huge dividends in this area. Crisis response staff have been critical to identification of services already in place and in arranging transportation back to those services. Tragically, if you arrive in our area without housing and have mental health needs, the likely scenario is to end up homeless. Our rental vacancy rates are in the single digits, if not effectively zero, month-to-month. Respite services and transitional housing only go so far. While there are new apartments and low-income projects proposed and under construction in our area, they will still not meet the current demand, much less potential future demands.

Project Need:

This application is for an expansion of our current Mental Health Field Response Team. We failed to understand our need before the team was initiated in 2015 when our current Director of Community Integration arrived. The traditional model in this area was to transport to the emergency department at Central Washington Hospital in Wenatchee and then wait up to several hours for a DMHP to arrive and evaluate the patient. This placed a significant strain on law enforcement who were required to wait for the DMHP, for the hospital with a bed tied up in the emergency department, and for the DMHPs themselves who were always forced to respond from their office, home, or other field work for any evaluation. As crisis response became more prevalent here, true Intercept 1 resolutions became possible. The expanded services provided by this grant funding with an additional DMHP/DCR on duty for expanded service hours should result in additional diversions to appropriate services.

The RideAlong software will also give us a better picture of who is in services and has been impacted by field response. It is complicated to keep records on two mutually exclusives data sets – CJIS and HIPPA information. One of RideAlong's stated purposes is to bridge these two area. We are also working with the North Central Accountable Communities of Health's Transitional Care Diversion Intervention group to define and potentially hire an analyst with clearance to view both sets of data and provide historical data in addition to building a predictive model for future use.

Project Personnel:

The key personnel in this field response team are officers and deputies in our four agencies in addition to the crisis response staff. All current commissioned officers and deputies in our area directly participate in mental health field response when assigned to calls for service. The crisis response personnel presence in shift changes and other meetings with officers and deputies maintains this relationship and provides ongoing drive to utilize this service. All officers and deputies responding to calls for service would be responsible to ensure RideAlong entries occur when appropriate.

In addition to the added DMHP/DCR for this grant, all crisis response personnel will also be responsible for ensuring RideAlong entries occur when appropriate. In the case of replacement during the span of this grant award period, we will rely on Catholic Charities to select a qualified candidate for the position.

At the management level for this process, as the Lead Agency Project Manager, I will be the primary point of contact for the project. Each of the remaining three agencies will also have an assigned command level officer attached. Should any of us need replacing, we will be replaced with a command level officer from the appropriate agency.

The Director of Community Integration, Eric Skansgaard, will be the lead for the crisis response side of this project. Should he need to be replaced, we will coordinate with Catholic Charities to find a suitable successor.

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Representatives from each entity's Information Services/Information Technology departments will be utilized to sync RideAlong with our RMS. As the maintainer of the RMS, Rivercom staff will also be identified to assist with the connection based on the needs identified during the setup phase for RideAlong.

Recruiting:

The only new position in our proposal is for one FTE as a DMHP/DCR. Catholic Charities has provided financial information regarding the costs of funding this position. As such, they have been notified rapid recruiting and hiring may be necessary to meet the demands of this potential grant reward. Expected recruiting and hiring time is less than 60 days from notification.

Lead Agency Project Manager Roles:

As the Lead Agency Project Manager, the primary roles in this expanded service will revolve around coordination.

1. Coordination between Catholic Charities and Law Enforcement. I work in this role at this time and will continue to do so to ensure both groups' needs are met. The primary contact is Eric Skansgaard. He and I have worked together since 2015 on crisis response, diversion, and transitional housing issues. We are both well-connected to the local services and have been successful to date in building field response.
2. Reporting compliance for the grant. The Lead Agency Project Manager will be accountable for the production of the monthly and semi-annual reporting. The information will be obtained from the RMS and RideAlong software in addition to other sources that may become known once RideAlong is operational.
3. Multi-agency coordination between the four law enforcement agencies and Rivercom. This will require monthly meetings to be run by one of the five command-level staff assigned to the project. This will be assigned away from the Lead Agency Project Manager to distribute workload.
4. RideAlong integration and maintenance. Each agency will require a focal point for contact with RideAlong Labs. For Wenatchee Police Department, this will be Technical and Support Services Manager Jim Brown. Jim has extensive experience in managing software and hardware in mobile and office environments. Over the last 20+ years he has managed dispatch centers and records sections for emergency services. Additional points of contact will be selected for each agency and requirements for RideAlong become known.

Partnership and Collaboration:

Our current operations include monthly law enforcement meetings regarding diversion. Additionally, the monthly meetings with the North Central Accountable Communities of Health include reporting by law enforcement on diversion (provided by me or Eric Skansgaard). Finally, Catholic Charities is the current focal point with regular meetings with both the BHO and MCOs in our service area. The expansion of hours with a new DMHP/DCR will lead to additional information being reported. RideAlong reports in conjunction with Mental Health call tracking will allow for specialized data to be discussed and applied to our issues.

Simply, the crisis line or a call to crisis response leads to the same result. The call is a referral for services. Whether the DMHP/DCR comes to the field or meets at a medical facility, the patient will be enrolled in services and then managed by the case manager(s). Any evaluations are documented and outcomes tracked through case management. Compliance reporting will ensure full communication between groups.

Services:

Under our existing methods, the initial contact is a law enforcement officer responding to a call for service that has come in through Rivercom. Wenatchee Police Officers are trained to utilize the Columbia Suicide Severity Risk Scale to assess the immediacy of danger to self and others. This came out of meetings with Catholic Charities to provide officers and deputies with better tools for assessment. When

an officer or deputy feels that mental health is a factor in the contact and wants assistance, they call for crisis response staff. When possible, crisis response comes to the field and makes contact.

Once in contact and crisis response feels the patient is in need of services, avenues are explored. These include simple referrals for future contact, transport to the Catholic Charities offices for immediate enrollment and further work, transport to the emergency department if detention seems likely, arrest where required or appropriate, or simply walking away. Shortly after this application is submitted, Parkside will open and, as described above, be an additional resource and potential outcome of mental health/crisis contacts. Central Washington Hospital also has a semi-secure, six-bed facility that can be utilized via crisis response staff, though it is primarily for those patients with stable medical and co-existing mental health conditions.

High utilizers pose specific demands. Parkside is establishing ground rules for their purposes based on similar facilities elsewhere in the state. Our entire crisis response model was based on reducing the contacts from high volume contacts and has been successful in this regard. If anything, more resources are applied to attempt to limit their contacts with emergency services. In this case, the outreach staff for housing, substance abuse, and mental health are all critical to reducing these contacts.

Finally, individual care plans are currently utilized by Catholic Charities and will continue to be used. For law enforcement staff in the field, RideAlong will provide a window into points of contact and effective measures for dealing with known persons in crisis. By requiring contact reports in RideAlong, the unknown should eventually become known and reduce the time spent on scene with persons in crisis. Our ongoing shift change and other meetings will continue to be a fundamental part of keeping everyone in the loop about the concerns of the day. RideAlong will provide information to assist in dealing with contacts.

Conclusion:

Our area has a relatively effective Mental Health Field Response Team in place. Additional hours of on-duty coverage are needed to further increase Intercept 1 resolutions in our area. RideAlong provides us with a potential bridge solution between CJIS and HIPPA information that would be invaluable to field responders. We already have strong relationships between law enforcement and mental health case workers in our area. This would expand services and limit strains on many agencies.

Please contact me with any questions at (509) 679-0960 or via e-mail at ereinfeld@wenatcheewa.gov.



Captain Edgar Reinfeld
Administrative Bureau Commander



Wenatchee Police Department

140 S. Mission • PO Box 519 • Wenatchee, WA • 98807 – 0519
Business: 509 888-4200 • FAX: 509 888-4219 • www.wenatcheewa.gov

To: WASPC MHFRT Grant Program Panel

From: Captain Edgar Reinfeld

RE: Grant Implementation Timeline

8 August 2018

The following outlines the expected timeline for implementation of expanded Mental Health Field Response Team staff in addition to the integration of RideAlong with our RMS (Spillman). Dates listed below may be impacted the hiring of a certified DMHP/DCR or complication with integrating RideAlong into our RMS. As this is an expansion of a current MHFRT program, we expect to begin reporting immediately even while awaiting the hire of the additional staff proposed in our grant application.

For the purpose of this document, hiring of the DMHP/DCR is estimated to take roughly 60 days. Hiring for positions like these has gone relatively well in recent years, but the rental and housing markets in our area are very tight with high prices. This may slightly complicate or delay the start date for a new DMHP/DCR. RideAlong will be implemented immediately upon integration with RMS.

September 1, 2018

1. All mental health related contacts by the four partner agencies will be tracked via circumstance codes in the LAW table of our RMS. This will provide the base line data prior to implementation of RideAlong and will be in use regardless of grant application outcome.

October 1, 2018

1. Grant Award Date. If awarded, the following will occur:
 - a. Advertising for hire of the additional DMHP/DCR through Catholic Charities
 - b. Begin integration of RideAlong software with RMS
 - c. Prepare MDCs and other devices for RideAlong

November 1, 2018

1. RideAlong software fully in use by all involved agencies
2. Hiring process underway for DMHP/DCR
3. Following hire, training for new DMHP/DCR

November 10, 2018

1. Initial report made to WASPC with data collected in October. If RideAlong is online during October, the report will include relevant data, including for the partial month it is in use. Remainder of month will be reported utilizing data from circumstance codes in RMS. This will likely be a blended report.

December 1, 2018

1. DMHP/DCR fielded in local area adding 40 additional hours of on-duty time per week. The initial phase may include work conducted during current regular coverage hours of 0700-1500 to provide for training and transition.

December 10, 2018 (and all following months on the 10th)

1. Full report to WASPC based on RideAlong and circumstance code data from RMS.

January 1, 2019

1. New DMHP/DCR providing 40 hours of additional coverage over current state of 0700-1500 Monday-Friday.
2. Report preparation for January 10, 2019 will include evaluation of coverage hours for maximum need.
3. Quarterly review meeting to be held this week to determine state of RideAlong compliance, RMS documentation compliance, and effectiveness of RideAlong software

April 1, 2019

1. Quarterly review meeting

June 1, 2019

1. Quarterly review meeting with focus on determination of retention for RideAlong software in 2020

September 1, 2019

1. Final quarterly review meeting
2. Determination of continued participation agency-by-agency with RideAlong

October 1, 2019

1. Completion of grant period with final reporting to WASPC.

Please contact me with any questions at (509) 679-0960 or via e-mail at ereinfeld@wenatcheewa.gov.



Captain Edgar Reinfeld
Administrative Bureau Commander

**WASHINGTON ASSOCIATION OF SHERIFFS &
POLICE CHIEFS CONTRACT SPECIFIC TERMS
AND CONDITIONS
MENTAL HEALTH FIELD RESPONSE TEAMS PROGRAM**

This AGREEMENT is entered into by and between the WASHINGTON ASSOCIATION OF SHERIFFS & POLICE CHIEFS (hereinafter referred to as WASPC); and the AGENCY NAME (hereinafter referred to as the CONTRACTOR).

NOW, THEREFORE, in consideration of the covenants, performances, and promises contained herein, the parties hereto agree as follows:

FUNDING SOURCE

Funding for this CONTRACT is provided to WASPC by the Washington State Legislature, through the Washington State Criminal Justice Training Commission, through the 2018 State Supplemental Operating Budget (funding period of July 1, 2018 through June 30, 2019).

SCOPE OF SERVICES

The CONTRACTOR shall use the state funds awarded hereunder solely for salary and benefits, costs and contracted services, goods and services, and travel and other essential costs to support the further defined by the STATEMENT OF WORK.

SCOPE OF WORK

The CONTRACTOR shall seek to implement the activities and to achieve the goals and objectives of the Mental Health Field Response Teams Program, as set forth in the STATEMENT OF WORK.

SCOPE OF WORK REVISIONS

The CONTRACTOR shall submit to WASPC a written request to effect any significant change to the SCOPE OF WORK as expressed in the STATEMENT OF WORK. Such requests shall be accompanied by a revised STATEMENT OF WORK or other supporting documents, and shall be accepted by WASPC before the activities supporting the revised SCOPE OF WORK qualify as part of the SCOPE OF SERVICES.

BUDGET REVISIONS

The CONTRACTOR shall submit to WASPC a written request to effect any change(s) in the project budget which reflect a cumulative transfer of greater than ten (10) percent in the aggregate among budget line items as indicated on the CONTRACT Face Sheet.

WASPC may approve or deny the request at its sole discretion.

PERFORMANCE STANDARDS

The CONTRACTOR shall perform the services as defined in the STATEMENT OF WORK incorporated herein; in accordance with the budget and estimated expenditure plan, as stated on the CONTRACT Face Sheet and in accordance with the Mental Health Field Response Teams Program, as well as other policies and procedures issued by WASPC.

PERIOD OF OBLIGATION

The CONTRACT period during which financial assistance may be provided is indicated on Line 5 of the CONTRACT Face Sheet. The effective date of this CONTRACT shall be the date the last party signs this CONTRACT.

ALLOWABLE COSTS

Allowable costs shall include costs incurred by the CONTRACTOR from the first date of the CONTRACT period, until the CONTRACT is terminated or expires as provided herein, but in no event shall allowable costs exceed the maximum stated amount of the CONTRACT as provided on Line 8 of the CONTRACT Face Sheet. Costs allowable under this CONTRACT are based on a budget approved by WASPC.

WASPC shall pay to the CONTRACTOR all allowable costs incurred from the first date of the CONTRACT period until this CONTRACT is terminated or expires evidenced by proper expenditure reconciliation report, submitted to WASPC on a timely basis, insofar as those allowable costs do not exceed the amount appropriated or otherwise available for such purposes as stated on the CONTRACT Face Sheet.

NON-SUPPLANTING

The CONTRACTOR shall not use the state funds specified by this CONTRACT to supplant local, federal, or other state funds. The CONTRACTOR shall not use these state funds to replace funding which would otherwise be made available to the CONTRACTOR had the state funds provided by this CONTRACT not been provided.

GRANT ADMINISTRATION

The WASPC Grant Administrator shall be responsible for monitoring the performance of this CONTRACT, including approval and acceptance of reports provided by the CONTRACTOR. The WASPC Grant Administrator shall provide and facilitate assistance and guidance to the CONTRACTOR as necessary.

PROGRAM ADMINISTRATION

The CONTRACTOR shall notify WASPC of the local program administrator who shall be responsible for the performance of this CONTRACT. The CONTRACTOR shall provide WASPC with the program administrator's name, address, telephone number(s), and any subsequent changes.

DATA COLLECTION

The CONTRACTOR shall utilize the data collection tool provided by WASPC, hereinafter referred to as the WASPC Data Collection Tool, which is the RideAlong Application. The CONTRACTOR must provide sufficient resources to establish the administrative permissions necessary for the WASPC Data Collection Tool to be fully operational at the time field response begins at the agency. The CONTRACTOR shall execute the RideAlong App Use Agreement, which will be separately executed between WASPC, the CONTRACTOR and RideAlong.

REPORTING REQUIREMENTS

The CONTRACTOR shall submit required reports by the date using required forms according to procedures issued by WASPC.

REPORT DUE DATES

1. Monthly Progress Report. The 10th of the month following the previous month in which funded activities were performed.
2. Semi-annual Assessment Report. The 10th of the month following the six month period in which funded activities were performed.

The CONTRACTOR shall be obligated to submit required reports after the close of the CONTRACT period, during the transfer of obligations to another CONTRACT, or upon termination of the CONTRACT for any reason.

PAYMENT PROVISIONS

WASPC shall award state funds to the CONTRACTOR in the amount provided on Line 8 of the CONTRACT Face Sheet. Upon receipt of a fully executed Agreement, WASPC will allow reimbursement of allowable expenditures made by the CONTRACTOR. The CONTRACTOR is required to complete and submit to WASPC an A19-1A Form along with documentation for the expenditures.

The CONTRACTOR is required to complete and submit to WASPC quarterly reconciliation statements to account for the expenditure of the state funds.

EVALUATION AND MONITORING

The CONTRACTOR shall cooperate with and freely participate in any monitoring or evaluation activities conducted by WASPC that are pertinent to this CONTRACT. WASPC, the State Auditor, or any of their representatives shall have full access to and the right to examine during normal business hours and as often as WASPC, or the State Auditor may deem necessary, all of the CONTRACTOR'S records with respect to all matters covered in this CONTRACT. Such representatives shall be permitted to audit, examine, and make excerpts or transcripts from such records and to make audits of all CONTRACTS, invoices, materials, payroll, and records of matters covered by this CONTRACT. Such rights extend for three years from the date final reconciliation is made hereunder.

ACKNOWLEDGEMENT OF STATE FUNDS

The CONTRACTOR and its SUBCONTRACTORS shall comply with the special conditions listed below:

1. Applicability of Part 200 Uniform Requirements The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by the Department of Justice (DOJ) in 2 C.F.R. Part 2800 (the "Part 200 Uniform Requirements") apply to this award.
2. The CONTRACTOR understands and agrees that WASPC may withhold award funds, or may impose other related requirements, if the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of awards.
3. CONTRACTOR understands and agrees that is cannot use any state funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express written approval of WASPC.
4. The CONTRACTOR agrees to comply with all applicable laws, regulations, policies, and guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of state funds for expenses related to conferences, meetings, trainings, and other events, including the provision of food and/or beverages at such events, and costs of attendance at such events.
5. The CONTRACTOR agrees that if it currently has an open award of state funds or if it receives an award of state funds other than this award, and those award funds have been, are being, or are to be used, in whole or in part, for one or more of the identical cost items for which funds are being provided under this award, the recipient will promptly notify, in writing, the WASPC grant administrator for this award, and, if so requested by WASPC, seek a budget modification or change of project scope to

eliminate any inappropriate duplication of funding.

6. The CONTRACTOR understands and agrees that award funds may not be used to discriminate against or denigrate the religious or moral beliefs of students who participate in programs for which financial assistance is provided from those funds, or of the parents or legal guardians of such students.

7. The CONTRACTOR understands and agrees that, (a) No award funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography, and (b) Nothing in subsection (a) limits the use of funds necessary for any Federal, State, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.

8. The CONTRACTOR must collect, maintain, and provide to WASPC, data that measure the performance and effectiveness of activities under this award, in the manner, and within the timeframes, specified in the program solicitation, or as otherwise specified by WASPC. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act, and other applicable laws.

9. The CONTRACTOR agrees to cooperate with any assessments, state evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.

10. The CONTRACTOR agrees to comply with WASPC grant monitoring guidelines, protocols, and procedures, and to cooperate with WASPC on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to WASPC all documentation necessary to complete monitoring tasks. Further, the recipient agrees to abide by reasonable deadlines set by WASPC for providing the requested documents. Failure to cooperate with WASPC's grant monitoring activities may result in sanctions affecting the recipient's awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the State Auditor for audit review; or termination of an award(s).

11. The CONTRACTOR acknowledges that sub-awards are not authorized.

12. The CONTRACTOR agrees to submit to WASPC for review and approval any curricula, training materials, proposed publications, reports, or any other written materials that will be published, including web-based materials and web site content, through funds from this grant at least thirty (30) working days prior to the targeted dissemination date.

13. Applicants must certify that Limited English Proficiency persons have meaningful access to the services under this program(s). National origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI and the Safe Streets Act, recipients are required to take reasonable steps to ensure that LEP persons have meaningful access to their programs. Meaningful access may entail providing language assistance services, including oral and written translation when necessary. The U.S. Department of Justice has issued guidance for grantees to help them comply with Title VI requirements. The guidance document can be accessed on the Internet at www.lep.gov.

14. Grantee agrees to comply with the requirements of 28 C.F.R. Part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.

15. Grantee agrees to comply with all confidentiality requirements of 42 U.S.C. section 37899 and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. Grantee further agrees, as a condition of grant approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, section 22.23.

16. Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day.

17. All procurement (contract) transactions under this award must be conducted in a manner that is consistent with 2 C.F.R. Part 200 and State and local law.

ENTIRE AGREEMENT

This CONTRACT contains the entire agreement of the parties and may not be modified or amended except as provided herein. The CONTRACTOR shall perform in accordance with the specific and general terms and conditions of this CONTRACT. No other understanding, oral or written, regarding the subject matter of this CONTRACT shall be deemed to exist or to bind any of the parties hereto. The CONTRACTOR shall comply with all applicable laws, ordinances, codes, regulations and policies of local, state, and state governments. This CONTRACT consists of the following documents:

1. MHFRT 2018-001 CONTRACT Face Sheet
2. Contract Specific Terms and Conditions
3. Contract General Terms and Conditions

ORDER OF PRECEDENCE

In the event of any inconsistency in this CONTRACT, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order:

1. Applicable federal statutes and regulations
2. Applicable state statutes and regulations
3. MHFRT 2018-001 CONTRACT Face Sheet
4. CONTRACT Specific Terms and Conditions
5. CONTRACT General Terms and Conditions

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PERMITTED AGENCIES (RIDEALONG APP USE AGREEMENT)

This RideAlong App Use Agreement ("Agreement") is entered into and effective as of [•], 2018 ("Effective Date") by and between RideAlong Labs Inc. ("RideAlong"), the Washington Association of Sheriffs and Police Chiefs ("WASPC") and [•] ("Agency") concerning Agency's access to RideAlong's proprietary mobile responsive web-based application that allows law enforcement agencies to log data about encounters involving residents experiencing mental illness, chemical dependencies, and homelessness; and view data about the encounters that RideAlong provides to Agency and the services related thereto, as specified in the Statement of Work attached as Exhibit B to the RideAlong Services Agreement, dated July 11, 2018, by and between RideAlong and WASPC (the "RideAlong Services Agreement") (the "Service").

- 1.1 **Restrictions on Use.** Agency may access and use the Service only in accordance with this Agreement, and solely for the purpose of Agency's ability to collect and data about calls involving residents experiencing mental illness, chemical dependencies, and homelessness; and view data about the encounters. Any resale or service bureau business or similar activities with respect to the Service (or portion thereof) or other RideAlong data or information obtained through the Service are prohibited. Agency will not, and will not permit or assist any third party to, (a) alter, adapt, modify, translate, create derivative works of, (b) decompile, disassemble or otherwise reverse engineer or attempt to derive the source code of, or any technical data, know-how, trade secrets, processes, techniques, specifications, protocols, methods, algorithms, interfaces, ideas, solutions, structures or other information embedded or used in, (c) rent, lend, loan, lease, sell, distribute, or sublicense, (d) remove, alter, or obscure any proprietary or restrictive notices affixed to or contained in, or (e) circumvent or attempt to circumvent any technological protective measure contained in or supported by, the Service and any software, technology, systems, and other subject matter used or provided by RideAlong in connection with the Service. Agency shall not: (a) post, transmit or otherwise make available through or in connection with the Service any virus, worm, Trojan horse, Easter egg, time bomb, spyware or other computer code, file or program that is or is potentially harmful or invasive or intended to damage or hijack the operation of, or to monitor the use of, any hardware, software or equipment; (b) use the Service for any purpose or in any manner that violates applicable laws and regulations, is fraudulent, or violates the rights of others; (c) interfere with or disrupt the operation of the Service or the servers, systems, or networks used to make the Service available, including by hacking or defacing any portion of the Service; (d) restrict or inhibit any other person from using the Service; (e) frame or mirror any portion of the Service, or otherwise incorporate any portion of the Service into any product or service; or (h) use any robot, spider, site search/retrieval application or other manual or automatic device to retrieve, index, "scrape," "data mine" or otherwise gather Service content, or reproduce or circumvent the navigational structure or presentation of the Service.
- 1.2 **Materials.** To the extent applicable, RideAlong hereby grants to Agency a limited, non-exclusive, personal, non-transferable, and non-sublicensable right, during the term of the Agreement, to access and use any Materials as and in the form provided by RideAlong solely as necessary to access and use the Service in accordance with this Agreement. "Materials" means certain software, documentation, and other materials relating to the Service or connected with the performance of the Service that RideAlong directly or indirectly through the WASPC may provide to Agency.
- 1.3 **Errors.** If Agency discovers an error or malfunction with respect to the Service, Agency shall promptly notify RideAlong thereof. The parties will cooperate to mitigate the impact of such error or malfunction. RideAlong may suspend use of the Service to address any such error or malfunction and Agency shall implement any corrective measures as RideAlong instructs and not use functions known to malfunction or be erroneous.
- 1.4 **Ownership.** As between RideAlong and Agency, RideAlong owns and will retains all right, title and interest in and to the Service, Materials, and any of its software, technology, systems other subject matter used or provided by RideAlong in connection with the Service and any and all intellectual property rights relating thereto. No rights of any kind shall be implied pursuant to this Agreement.
- 1.5 **Agency Obligations.** Agency is responsible for protecting all access controls and security credentials ("User Credentials") issued by Agency or RideAlong and used to access and use the Service from disclosure to or

discovery by third parties and any unauthorized use by third parties, and in no event shall RideAlong be responsible or liable for) any use, including any misuse, abuse, or unauthorized use, of any User Credentials.

- 1.6 **Reporting and Tracking.** During the term of the Agreement, RideAlong will automatically track, through the Service, the following information: (a) client-side analytics; (b) application performance; (c) specific information regarding errors and bugs; (d) logs; and (e) impact metrics. Agency may opt-out of such automatic tracking by providing RideAlong with written notice within fourteen (14) days of the Effective Date, in which event Agency agrees to provide RideAlong with written reports every week, which reports will disclose the information specified in this section.
- 1.7 **Data Input and Output.** Agency is responsible for ensuring that all data and other information entered by or on behalf of Agency or otherwise provided to RideAlong or obtained from Agency or its equipment or facilities (whether directly, or through RideAlong's systems) in connection with the Service ("Agency Data") is complete and accurate. Agency Data may include non-public data and information relating to identified or identifiable individuals ("Identifiable Data"). The Service and all information, analyses, and other output provided by RideAlong are based on the Agency Data as received by RideAlong, and RideAlong is not responsible for any error, omission, or inaccuracy of or based on or resulting from Agency Data. Agency hereby grants to RideAlong, (a) a non-exclusive right to access, reproduce, process, distribute, disclose and otherwise use the Agency Data in connection with the provision of the Service to Agency and WASPC, and (b) a non-exclusive and perpetual right to reproduce, process, distribute, disclose, publish, analyze and otherwise use Agency Data in an anonymized form, including any data or other information generated through the processing of Agency Data in connection with the Agency's use of the Service and Materials ("Data Output"), as long as Agency is not identified as the source of such data. As between the parties, Agency exclusively owns all right, title, and interest in and to the Agency Data and Data Output. Notwithstanding anything in this Agreement to the contrary, RideAlong exclusively owns all right, title, and interest in and to any new features, conclusions, derivative works, and any other proprietary findings developed by RideAlong through its use of the Agency Data and Output Data, including any intellectual property rights therein. The authorizations granted to RideAlong under this Agreement, including under this Section 1.7, will extend to service providers and other contractors exercising such rights and licenses on RideAlong's behalf, and RideAlong may share Agency Data, including Identifiable Data with such third parties who provide services on RideAlong's behalf. Otherwise, except as provided herein, RideAlong may disclose Identifiable Data only as RideAlong believes to be necessary or appropriate: (a) to comply with applicable legal requirements, including legal process and law enforcement requests; (b) to protect RideAlong's rights, property, and operations, including to enforce RideAlong's agreements, policies, and terms and conditions, and to protect the rights, property, and operations of RideAlong's affiliates, business partners, customers, or others; (c) to protect the personal safety of any individual; and/or (d) in the event of a sale or transfer of all or a part of RideAlong's business, assets, or stock. Each party will maintain, throughout the term of the Agreement, appropriate administrative, technical, and physical safeguards designed to ensure the security and confidentiality of Identifiable Data, to protect and safeguard against anticipated threats or hazards to the integrity of, and the unauthorized or accidental destruction, loss, alteration, access, or use of, Identifiable Data in the possession or control of such party. Each party shall notify the other parties in the event of any unauthorized or accidental destruction, loss, alteration, access, or use of, Identifiable Data in the possession or control of such party.
- 1.8 **Agency Data Production.** In the event (i) any law, regulation, or order by a court or administrative agency of competent jurisdiction requires or compels RideAlong to produce, disclose, release or otherwise transfer ("Production") any Agency Data, regardless of the purposes of such Production (including, but not limited to, a request or order for Production of Agency Data for discovery purposes), or (ii) a request is made by Agency or a third party for the Production of Agency Data as a result of (or in anticipation of) any requirement imposed by law or regulation, or any order by a court or administrative agency of competent jurisdiction, regardless of the purposes of such Production ((i) and (ii) collectively, a "Agency Data Production Request"); Agency is responsible for making all decisions with respect to such Agency Data Production Request, including, but not limited to, decisions regarding the scope, manner and time of Production of Agency Data.
- 1.9 **Term and Termination.** This Agreement will commence on the Effective Date and, unless earlier terminated pursuant to the terms hereof, will continue until the termination or expiration of the RideAlong Services Agreement. Each party may terminate this Agreement at any time upon thirty (30) days written notice to the other parties in the event of a material breach by another party (the "Breaching Party") of this Agreement, provided that such termination shall not be effective if such breach is cured by such Breaching Party within such

thirty (30) day period, provided further, that if the Breaching Party's failure to cure is caused by a non-breaching party, the non-breaching parties may not terminate this Agreement. Notwithstanding the foregoing, if Agency is in material breach of this Agreement, RideAlong shall have the right, in addition to all other rights and remedies it may have, to suspend performance of its obligations under the Agreement and/or to prevent Agency's access to the Service (including deactivating User Credentials). RideAlong may terminate this Agreement, or modify, limit, or suspend the Service, if it determines, in its reasonable business judgment, that the continued provision of the Service to Agency poses security risks, a risk of infringement or other violation of any rights of third parties, or a risk of violating any applicable laws or regulations, if Agency becomes insolvent, subject to any bankruptcy or similar proceedings, or commences the dissolution or winding up of its business, or upon modification or termination of any agreements with licensors or service providers upon which RideAlong relies to provide the Service. In the event of any expiration or termination of this Agreement, all provisions that are intended to survive will survive.

- 1.10 Indemnification.** Agency will defend, indemnify and hold harmless RideAlong and WASPC from and against any loss, damage, claims, settlement, cost, expense and any other liability (including reasonable attorneys' fees and costs) ("Losses") relating to or arising out of (i) Agency's access or use of the Service or Materials, or (ii) any Agency Data Production Request. RideAlong and WASPC, as applicable, will (a) provide prompt written notice to Agency of any claim for which indemnification is required; (b) give Agency sole control of the defense and/or settlement of the claim; and (c) provide Agency full cooperation and assistance with respect to the defense and settlement, provided that Agency shall not enter into any settlement or other compromise that materially adversely affects RideAlong or WASPC, as applicable, without RideAlong's or WASPC's, as applicable, written approval, which shall not be unreasonably withheld, delayed, or conditioned.
- 1.11 Disclaimer of Warranties.** THE SERVICE AND MATERIALS ARE PROVIDED "AS IS" WITH NO WARRANTIES OF ANY KIND. TO THE FULLEST EXTENT PERMITTED BY LAW, RIDEALONG DISCLAIMS ALL REPRESENTATIONS AND OTHER WARRANTIES, WHETHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING ALL WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, ACCURACY, TITLE AND NON-INFRINGEMENT, OR QUIET ENJOYMENT, AND ANY WARRANTIES ARISING OUT OF COURSE OF DEALING, COURSE OF PERFORMANCE OR TRADE USAGE. WITHOUT LIMITATION OF THE GENERALITY OF THE FOREGOING, RIDEALONG DOES NOT WARRANT THAT THE SERVICE WILL BE UNINTERRUPTED, ERROR FREE OR SECURE, OR THAT ALL ERRORS, FAILURES OR DEFECTS WILL BE CORRECTED.
- 1.12 Limitation of Liability.** TO THE FULL EXTENT PERMITTED BY APPLICABLE LAW AND NOTWITHSTANDING ANY FAILURE OF ESSENTIAL PURPOSE OF ANY LIMITED REMEDY OR LIMITATION OF LIABILITY, (A) RIDEALONG AND WASPC WILL NOT BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL, CONSEQUENTIAL, EXEMPLARY OR PUNITIVE DAMAGES (INCLUDING ANY DAMAGES ARISING FROM LOSS OF USE, LOSS OF OR INACCESSIBLE DATA OR INFORMATION, LOST PROFITS, BUSINESS INTERRUPTION, OR COSTS OF PROCURING SUBSTITUTE SOFTWARE OR SERVICES) ARISING OUT OF OR RELATING TO THIS AGREEMENT OR THE SUBJECT MATTER HEREOF; AND (B) RIDEALONG'S AND WASPC'S TOTAL CUMULATIVE LIABILITY ARISING OUT OF OR RELATING TO THIS AGREEMENT OR THE SUBJECT MATTER HEREOF WILL NOT EXCEED \$3,000.00 IN THE AGGREGATE, IN EACH OF THE FOREGOING CASES (A) AND (B), REGARDLESS OF WHETHER SUCH LIABILITY ARISES FROM CONTRACT, WARRANTY, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE, AND REGARDLESS OF WHETHER RIDEALONG OR WASPC HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH LOSS OR DAMAGE.
- 1.13 Disclaimer of Damages.** NOTWITHSTANDING ANYTHING IN THIS AGREEMENT TO THE CONTRARY, TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW AND NOTWITHSTANDING ANY FAILURE OF ESSENTIAL PURPOSE OF ANY LIMITED REMEDY OR LIMITATION OF LIABILITY, RIDEALONG AND WASPC DISCLAIM ALL LIABILITY RELATED TO OR ARISING OUT OF AGENCY'S USE OR MISUSE OF THE SERVICE OR MATERIALS OR FAILURE TO REPORT ANY ERRORS OR BUGS IN THE SERVICE OR MATERIALS TO RIDEALONG OR WASPC, INCLUDING, BUT NOT LIMITED TO, ANY DEATH, PERSONAL INJURY OR PROPERTY DAMAGE ARISING OUT OF OR RELATED THERETO.

- 1.14 Miscellaneous.** By submitting any comments, feedback, or ideas about the Service to RideAlong ("Feedback"), Agency agrees that Agency's disclosure is gratuitous, unsolicited and without restriction and will not place RideAlong or WASPC under any fiduciary or other obligation, and that RideAlong is free to use the Feedback without any additional compensation to Agency. Agency may not assign this Agreement or any of its rights or obligations under this Agreement, by operation of law or otherwise, without the prior written consent of RideAlong. This Agreement is to be construed in accordance with and governed by the internal laws of the State of Washington without giving effect to any choice of law rule. This Agreement contains the entire understanding of the parties with respect to the subject matter hereof, and supersedes any and all related prior agreements, representations and negotiations, whether oral or written. This Agreement cannot be modified or amended except in a writing signed by both parties.
- 1.15 Publicity.** Agency authorizes RideAlong to identify Agency as a customer of the Service in RideAlong's customer lists, and its marketing, promotional, and similar materials, including by placing Agency's name and logo on RideAlong's website. Agency also authorizes RideAlong to describe Agency's use of RideAlong's products, software, and services, how it benefits Agency, for example in the form of case studies published on RideAlong's website or in other materials, and that Agency is an early adopter of the Service. Upon request by RideAlong, Agency agrees to (i) use best efforts to speak with third parties regarding Agency's experience using the Service and working with RideAlong, and (ii) provide quotes and other user feedback about the Service for RideAlong's public use, including on RideAlong's website. Furthermore, RideAlong and Agency will mutually agree on and implement a communications and marketing strategy to highlight and co-promote outcomes in connection with Agency's use of the Service, which strategy will include, but not be limited to, targeted media interviews; blogs, and if applicable, presentations at relevant conferences and events.

[Signatures on Following Page]

RIDEALONG

By: _____

Name: _____

Title: _____

Address for Formal Notice:

RideAlong Labs Inc.

155 9th Street

San Francisco, CA 94103

Attn: Katherine B. Nammacher, CEO

[•]

By: _____

Name: _____

Title: _____

Address for Formal Notice:

Attn: _____

**WASHINGTON ASSOCIATION OF SHERIFFS
AND POLICE CHIEFS**

By: _____

Name: Steve Strachan

Title: Executive Director

Address for Formal Notice:

Washington Association of Sheriffs & Police Chiefs

3060 Willamette Drive, NE, Suite 200

Lacey, WA 98516

COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council Members

FROM: Allison Williams, Executive Services Director

SUBJECT: Addendum to 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

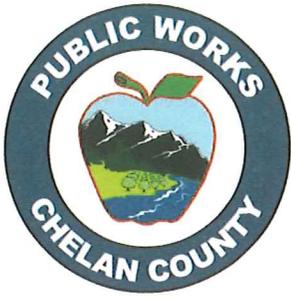
DATE: November 29, 2018

Overview: By Interlocal Agreement between Chelan County, the City of Cashmere, the City of Chelan, the City of Entiat, and the City of Leavenworth, the City participates in the county-wide solid and hazardous waste program.

Councilman Huffaker, who serves on the Solid Waste board, brought forward the need to complete the Moderate Risk Waste Facility which will serve all county residents. The Finance Committee agreed that the City would pay the City's proportionate share of the additional cost to get the facility completed and a letter was sent to the County reflecting that commitment. This addendum memorializes the agreement for the one time commitment.

Following is the letter of request, with the Addendum for Council consideration.

Action requested: Motion to authorize the Mayor to sign the Addendum to 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 completion of the Moderate Risk Waste Facility.



CHELAN COUNTY

DEPARTMENT OF PUBLIC WORKS
316 WASHINGTON STREET
SUITE 402
WENATCHEE, WASHINGTON 98801
TELEPHONE 509/667-6415

ERIC P. PIERSON, PE
DIRECTOR/COUNTY ENGINEER

November 8, 2018

Keith Huffaker
City of Wenatchee
PO Box 519
Wenatchee, WA 98801

RE: Addendum to Interlocal Agreement for the Solid and Hazardous Waste program

Dear Mr. Huffaker:

Thank you for the letter from the mayor committing the city to the completion of construction of the Moderate Risk Waste facility. The enclosed addendum reflects all the entities commitment and final product. Please, if you will, ask the Mayor to sign the addendum and return?

Sincerely,

A handwritten signature in black ink, appearing to read "Brenda Blanchfield". The signature is fluid and cursive.

Brenda Blanchfield
Solid Waste Coordinator

Return Address:

Penny Goehner
Chelan County Public Works
350 Orondo Avenue
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:	Addendum to 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

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

THIS ADDENDUM TO AGREEMENT is made and entered into this 7th day of November, 2018 by and 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, the parties previously entered into an Interlocal Agreement for the County-Wide Solid and Hazardous Waste Program which was recorded with the Chelan County Auditor on March 29, 2018 under AFN #2475219, (hereinafter referred to as Agreement), and

WHEREAS, said Agreement provided that 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, and

Addendum to the Interlocal Agreement for the
County-Wide Solid and Hazardous Waste Program

WHEREAS, the parties each previously agreed to commit funding for the county-wide solid and hazardous waste program;

NOW, THEREFORE, under the provisions and intent of the Interlocal Cooperation Act, Chapter 39.34 RCW, and in the interest of increasing governmental efficiency and expediency, and in consideration of the mutual benefits and promises contained herein, the parties hereby agree to this Addendum to the aforesated Agreement as follows:

A. Addendum to the aforesated Agreement, which shall provide:

The parties hereby initially commit the following funds to the County-Wide Solid and Hazardous Waste Program as a onetime fee to be used for the final construction of the Moderate Risk Waste facility:

Chelan County	\$115,500.00
City of Cashmere	\$11,275.00
City of Chelan	\$14,850.00
City of Entiat	\$4,400.00
City of Leavenworth	\$8,250.00
City of Wenatchee	\$118,000.00

- B.** The remainder of the aforesated Agreement shall remain unaltered by the provisions of this Addendum, including any funding or other financial obligations for the parties as provided for in the aforesated agreement.
- C.** This Addendum shall be filed for recording in the Office of the Chelan County Auditor.

IN WITNESS WHEREOF, the parties hereto have executed this Addendum on the dates below:

APPROVED AND AGREED BY:

CITY OF CASHMERE

MAYOR

DATE

Addendum to the Interlocal Agreement for the
County-Wide Solid and Hazardous Waste Program

CHELAN COUNTY
BOARD OF COUNTY COMMISSIONERS

KEITH GOEHNER, Chairman

KEVIN OVERBAY, Commissioner

DOUG ENGLAND, Commissioner

ATTEST: JACINDA RUBLAITUS

Clerk of the Board

Date: _____

Addendum to the Interlocal Agreement for the
County-Wide Solid and Hazardous Waste Program

COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council Members

FROM: Allison Williams, Executive Services Director

SUBJECT: Interlocal Agreement with the Port of Chelan County and Chelan County PUD regarding the Redevelopment Planning Alternatives Process for the PUD Fifth Street Campus

DATE: December 3, 2018

Background: In early 2018 the Chelan PUD and Port of Chelan County approached the City to participate in a process to evaluate the redevelopment of the PUD's Fifth Street campus in the case that all of the PUD's downtown operations are relocated to Olds Station. The Port and PUD have now executed documents related to the exchange of properties and now they wish to formalize the partnership to look at the 5th Street property redevelopment. Following is a copy of the proposed Interlocal Agreement and also a partnership memo which describes the process and the addition of the Wenatchee Downtown Association and Wenatchee Valley Chamber of Commerce as key stakeholders. The Steering Committee (City, PUD and Port) would each commit \$75,000 to the process. Currently the schedule is a bit behind with firm being shortlisted and scheduled for interview in late December.

Finance Committee Review: The Finance Committee has reviewed this request and it is included in the 2019 budget.

Action Requested: City Council motion to authorize the Mayor's signature on the Interlocal Agreement RE: Redevelopment Planning Alternatives for the PUD Fifth Street Campus.

Fifth Street Campus Redevelopment Plan – Process Outline

November 15, 2018

Background

The City of Wenatchee (City), Port of Chelan County (Port) and Chelan County Public Utility District (PUD) have entered into an Interlocal Agreement to engage in a collaborative planning process for the redevelopment of the PUD's headquarters campus at Fifth Street and North Wenatchee Avenue. The goal of this plan is to provide strategies to enable redevelopment should the PUD choose to relocate its headquarters campus to a new location. Representatives from the City, Port and PUD make up the project "Core Team", whose roles and responsibilities are defined in the Interlocal Agreement.

The planning process requires extensive stakeholder engagement to identify strategies to complement downtown business and community development. The Core Team desires participation of the Wenatchee Valley Chamber of Commerce (Chamber) and Wenatchee Downtown Association (WDA) to foster stakeholder engagement throughout the process through their membership. The Interlocal Agreement identifies the Chamber and WDA as "Key Stakeholders." This document further defines the roles of these Key Stakeholders in the planning process.

"Key Stakeholders" shall refer to individual representatives from the Chamber and WDA. Member organizations of the Chamber and WDA will be referred to as Stakeholders. The Key Stakeholders and Stakeholders will have different roles throughout the process, however, Key Stakeholders, at their discretion, may assign specific tasks to their individual members to better align with expertise.

Process

Selection

The first step in the process will be selection of a consultant to help guide the planning and community engagement process. A Request for Qualifications was solicited by the PUD in September and five consultant teams submitted qualifications on October 15. The Core Team has developed evaluation criteria for scoring the qualifications. The Core Team and Key Stakeholders will meet to review and score the team qualifications and determine if interviews are required to make a final selection. If interviews are conducted, the Core Team and Key Stakeholders will participate in the interview process and revisit scoring to select the most qualified firm.

Once the firm is selected, the Core Team and Key Stakeholders will meet with the selected firm, either in person or via conference call, to discuss the proposed process and outline the scope of services.

The PUD will negotiate the price and terms of the agreement with final approval by the Core Team.

The following is a potential process for gathering data and community engagement. The final plan will be developed by the Core Team, Key Stakeholders and Consultant. This team will be referred to as the Planning Team.

Kick-off

Once the Service Agreement is executed with the Consultant, a Kick-off meeting will be conducted with the Planning Team. The purpose of the kick-off meeting will be to provide introductions, set goals, discuss logistics, review scope and schedule.

Information Gathering

Following the kick-off meeting, the consultant will conduct a series of group or individual interviews to gather information. The Core Team will look to the Key Stakeholders to help identify certain business representatives and community leaders for initial interviews and brainstorming.

The Consultant will review previous studies of the PUD facilities as well as previous studies performed for the downtown area including sub-area plans and comprehensive plans. The Consultant will also conduct site evaluations with their sub consultants to use as a basis for redevelopment concepts.

At the conclusion of the information gathering phase, the Consultant will prepare a report documenting existing conditions and findings. The report may also start to outline some initial redevelopment concepts. The Core Team and Key Stakeholders will review the report and provide feedback to the Consultant. The purpose of this review cycle will be to determine if there are any gaps in the information collected by the Consultant.

Planning Workshops

The initial concepts, developed in information gathering, will be presented to the public in a series of planning workshops intended to encourage brainstorming and identify community preferences.

The Consultant would further develop concepts generated in these workshops for economic analysis.

This process will include a number of community meetings, to be determined by the Planning Team. The community meetings will require extensive public outreach through a variety of media sources, including: social, webpage(s), radio, newsprint, agency publications, etc. A significant role of Key Stakeholders in the process will be to advertise the community workshops through their typical media channels.

Economic Analysis

The consultant will perform economic analysis of the various concepts proposed in the planning workshops. The Consultant will narrow down concepts into viable alternatives based on market feasibility. During this analysis, the Consultant may need to engage with stakeholders to validate assumptions.

The alternatives will be presented back to the community through public meetings to gather additional input and manage expectations.

Recommendations

After planning workshops and economic analysis, the Consultant will frame the alternatives for redevelopment with supporting narratives based on community feedback and economic feasibility. The final report will provide strategies for the City, Port and PUD to help foster development. The final

recommendations will be presented at agency public forums, including the PUD commission meeting, City council meeting, and Port commission meeting.

Action Items

The Core Team will identify specific action items to be performed by the core agencies and will create a target timeline for implementation.

Target Schedule

- Consultant Selection – November 2018
- Negotiation/contracting – December 2019
- Planning Kick-off – January 2019
- Information Gathering – February/March 2019
- Planning Workshops – April 2019
- Economic Analysis – May 2019
- Follow up – June 2019
- Recommendations – July/August 2019

Contacts

- Chelan County PUD
 - Dan Frazier – Director Shared Services
 - dan.frazier@chelanpud.org
 - 509-661-4250
 - David Lodge – Project Manager
 - david.lodge@chelanpud.org
 - 509-661-4144
- City of Wenatchee
 - Allison Williams – Executive Services Director
 - awilliams@wenatcheewa.gov
 - 509-888-3616
- Chelan County Port
 - Jim Kuntz – Executive Director
 - jim@ccpd.com
 - 509-663-5159
- Wenatchee Valley Chamber of Commerce
 - Shiloh Burgess – Executive Director
 - shiloh@wenatchee.org
 - 509-662-2116
- Wenatchee Downtown Association
 - Linda Haglund – Executive Director
 - linda@wendowntown.org
 - 509-662-0059

INTERLOCAL AGREEMENT RE: REDEVELOPMENT PLANNING ALTERNATIVES FOR THE PUD FIFTH STREET CAMPUS

THIS INTERLOCAL AGREEMENT (“Agreement”) is hereby entered by and between the CITY OF WENATCHEE (“City”), the PORT OF CHELAN COUNTY (“Port”), and PUBLIC UTILITY DISTRICT NO. 1 OF CHELAN COUNTY (“PUD”), sometimes collectively referred to as the “Parties” or the “Core Team.”

WHEREAS, the City, Port and PUD have mutual interests within their respective statutory authorities and responsibilities in economic development and utility infrastructure; local and regional planning and the support of effective community outreach; and

WHEREAS, the City is in compliance with the Growth Management Act (RCW 36.70A) and has adopted a Comprehensive Plan entitled “Planning to Blossom 2037” which includes the Central Business District Subarea Plan which includes the project area; and

WHEREAS, the Growth Management Act and the City’s Comprehensive Plan encourage community based and collaborative planning; and

WHEREAS, the PUD owns several parcels of real property on North Wenatchee Avenue where the PUD’s headquarters and various operational facilities are currently located (“Property”), and

WHEREAS, the PUD has entered into a long-range strategic facilities planning process which has identified a benefit in potentially relocating and consolidating its headquarters and operational facilities at a new location, and

WHEREAS, the PUD desires to enable redevelopment of the Property to its highest and best use in a manner consistent with the land use goals of the City and to maximize the value to its customer owners in the event that the PUD decides to relocate its headquarters and operational facilities, and

WHEREAS, the PUD and Port have entered into an Option Agreement which allows the Port to acquire the Property, or a portion thereof, and

WHEREAS, the Wenatchee Downtown Association (“WDA”) and Wenatchee Valley Chamber of Commerce (“Chamber”), sometimes collectively referred to as “Key Stakeholders”, have been invited to participate in the development of the plan and to assist the Core Team in various planning and outreach activities, and

WHEREAS, the City, Port and PUD desire to engage in a collaborative planning process for the Property, to enter into an agreement with a consultant team (“Consultant”) and to share in the expenses exploring options for redevelopment opportunities on the Property.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained, and the foregoing representations, which are incorporated by this reference into the Agreement, the City, Port and the PUD agree as follows:

1. Purpose.

The purposes of this Agreement are 1) to forge mutual working relationships that focus on exploring options for redevelopment opportunities on the Property consistent with the Port and City's community development programs into the future; 2) establish the roles and responsibilities of the Parties within the planning process; and 3) provide for the Parties to share the proportionate costs of the redevelopment options planning efforts.

2. Term.

This Agreement shall be effective on the latest date of execution by the Parties ("Effective Date"). This Agreement shall terminate upon Final Completion as set forth in Section 5 and receipt of final reimbursement as set forth in Section 6. Upon termination of this Agreement, all obligations and liabilities incurred by the Parties through the date of termination shall be preserved until satisfied.

3. Scope of Work.

The City, Port and PUD intend to participate in a site and facility planning process for the potential redevelopment of the Property and to engage a Consultant with the intent of producing options for public and private reinvestment and redevelopment of the Property. The Consultant will be required to incorporate extensive public involvement in its planning and evaluation process.

The City, Port and PUD agree to work together to identify mutually beneficial redevelopment strategies and projects that enhance environmental, social and economic benefits within each entity's respective statutory authorities and responsibilities.

The scope of the work to be performed by the selected Consultant includes but is not limited to:

- Engaging stakeholders identified by the Parties in a public process to evaluate the potential uses of multiple parcels and buildings on the Property.
- Develop potential reuse alternatives for each building and/or the Property as a whole, utilizing engineering and architectural information from previous studies, and additional information developed as part of the redevelopment planning process outlined in this Agreement.

- Coordinate with City, Port and PUD to understand previous planning efforts in the downtown Wenatchee area including those of the City, Wenatchee Downtown Association and Chamber of Commerce.
- Conduct market and financial analyses of potential redevelopment concepts to assess viability and likely investor/developer interest.
- Provide budget level cost estimates for all identified alternatives.
- Other efforts as identified and agreed to by the Core Team related to this effort.

4. Project Coordination

Each Party shall designate one individual to the Core Team. Through its designated representatives, the Core Team shall be responsible for overall project organization and governance of the planning process. The Core Team shall establish the process, through which the Consultant is selected including 1) review and scoring of Statements of Qualifications (SOQ's), 2) determination of finalists to be considered for interviews, 3) development of presentation requirements and questions for interviews, and 4) final scoring and selection of Consultant. The PUD shall enter into and administer a service agreement with the selected Consultant on behalf of the Core Team. The PUD's project manager will be responsible for scheduling and coordination of all meetings, formal communications and dissemination of all project information to the Core Team and the identified stakeholder groups.

The Core Team will, in coordination with the Consultant, develop and approve the Consultant's Scope of Work (SOW) for the project. The Core Team will also, in coordination with the Consultant, develop and approve the comprehensive outreach plan for the project, including development of the stakeholder list. The Core Team will be responsible for reviewing materials produced by the Consultant throughout the planning process and have final approval of the content of the plan.

In addition to the Core Team, the WDA and Chamber will be designated as Key Stakeholders in the process. The Key Stakeholders will be consulted in 1) the selection of the Consultant, 2) the development of the Consultant's scope of work, 3) the identification of additional stakeholders, 4) providing input to the Core Team throughout the planning process, and 5) communications with their respective members.

5. Project Completion.

The project will be complete upon final acceptance by the Core Team of the final report of the Consultant.

6. Project Funding.

The PUD, Port and City shall fund the project up to a maximum of \$225,000 as follows:

The PUD will fund the project initially by paying invoices and costs as they become due. The City and Port shall each reimburse PUD for one-third of the costs incurred for the project up to a maximum of \$75,000 each.

Eligible project costs include:

- All costs of the Consultant and the Consultant's team invoiced to the PUD in performance of the scope of work as approved by the Core Team and as set out in the agreement with Consultant.
- Direct costs associated with holding meetings and production of visual displays.

The PUD shall invoice the City and Port on a monthly basis for any costs incurred during the preceding month. The City and the Port shall each reimburse the PUD the invoiced amounts within thirty (30) days of the date of the invoice. Upon Final Completion, as determined in accordance with Section 5, the PUD shall submit a final invoice to the City and Port for payment. The City and the Port shall each reimburse the PUD for the final amounts within thirty (30) days of the date of the final invoice.

The Port and City may pursue any grant funding for which the project is eligible. Any grant funding will be applied against the maximum funding amount under this Agreement of \$225,000 resulting in a pro-rata reduction of each Party's maximum funding obligation under this Agreement. However, in the event that one of the Parties is ineligible to be a recipient or sub-recipient of the grant funds, the funds will be used to reduce the maximum funding obligation of only those Parties who are eligible.

7. Mutual Indemnity.

Each Party (the "Indemnifying Party") shall indemnify, defend and hold harmless the other Parties and the other Parties' officers, agents and employees, from and against any and all claims, losses or liability, or any portion thereof, arising from injury or death to persons or damage to property occasioned by any negligent act, omission or failure of the Indemnifying Party, its officers, agents, and employees, in connection with the Indemnifying Party's activities related to this Agreement, or arising out of the Indemnifying Party's non-observance or non-performance of any law, ordinance, or regulation applicable to the activities related to this Agreement.

The indemnification obligation of the Parties shall not be limited in any way by the application of any workmen's compensation acts, disability benefit acts or other employee benefit acts and for the purposes of indemnification the Parties expressly waive the protection afforded by such laws.

8. Severability.

In the event that any provision of this Agreement shall be determined to be unenforceable or otherwise invalid for any reason, such provision shall be enforced and validated to the extent permitted by law. All other provisions of this Agreement are severable, and the unenforceability or invalidity of any single provision hereof shall not affect the remaining provisions.

9. Attorney's Fees.

In the event of dispute or litigation regarding any of the terms of this Agreement, each party shall pay their own attorney's fees and costs.

10. Construction.

This Agreement contains the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior agreements or understandings among the Parties with respect thereto. This Agreement may be amended only by an agreement in writing signed by the Parties.

11. Mutual Negotiation and Construction.

This Agreement and each of the terms and provisions hereof are deemed to have been explicitly negotiated between, and mutually drafted by, the Parties, and the language in all parts of this Agreement shall, in all cases, be construed according to its fair meaning and not strictly for or against either Party.

12. Governing Law; Venue.

This Agreement is governed by the laws of the state of Washington, without regard to its conflict of law provisions. The jurisdiction of any action hereunder shall be in the Superior Court, Chelan County, Washington.

13. Public Disclosure.

The obligations of the Parties regarding confidential information may be subject to state and federal public disclosure laws, as now exist or as may be hereafter amended. The parties may disclose confidential information to the extent it is required to be disclosed pursuant to the public disclosure laws. If a public disclosure of confidential information is requested, the Party receiving the request agrees to notify the other Parties of the request at least ten (10) business days prior to disclosure being made. Any Party may immediately seek a protective order in the appropriate court to prevent disclosure. The Parties shall reasonably cooperate with one another related to any such action, but no Party under an obligation to obtain or seek any court protection.

14. No Third Party Beneficiaries.

This Agreement is made and entered into for the sole benefit of the Parties, and the Parties intend that no other person or entity shall be a direct or indirect beneficiary of this Agreement.

CITY OF WENATCHEE

PUBLIC UTILITY DISTRICT NO.1
OF CHELAN COUNTY

By: Frank Kuntz
Title: Mayor

By: Steve Wright
Title: General Manager

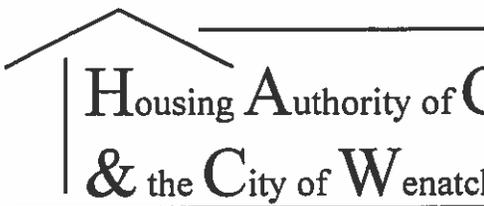
Date: _____

Date: _____

PORT OF CHELAN COUNTY

By: Patrick Jones
Title: Executive Director

Date: _____

Housing Authority of Chelan County
& the City of Wenatchee



1555 S Methow St. • Wenatchee, WA 98801-9417 • (509) 663-7421 TDD Equipped • Fax (509) 663-4761

November 27, 2018

THE HONORABLE FRANK KUNTZ
CITY OF WENATCHEE
PO BOX 519
WENATCHEE WA 98807-0519

Dear Mayor Kuntz:

As you know, we are in need of a new Housing Authority Commissioner to represent the City of Wenatchee on our board. Under County Resolution #98-1, Board Position #9 is appointed by the Mayor of Wenatchee, from within the City of Wenatchee and upon three year terms.

At this time, I would like to recommend Mr. Mike Leeds as a candidate for position #9 on the Housing Authority board. I have spoken with Mr. Leeds and he expressed his sincere interest in this opportunity to provide service to his community. Mike is a Relationship Manager for North Meridian Title & Escrow and was recently been involved in the Our Valley Our Future, Housing Solutions Group. Consequently, he is keenly aware of the current housing needs in Wenatchee. If you wish to speak with him, he may be contacted at 509-679-6480 or 509-662-4721.

Thank you very much for your consideration of this appointment. Please contact me should you have any questions.

Sincerely,



Alicia McRae
Executive Director

RESOLUTION NO. 2018-48

A RESOLUTION, appointing a member to the board of directors for the Housing Authority of Chelan County and the City of Wenatchee for a term ending December 31, 2021.

WHEREAS, a vacancy exists on the board of directors for the Housing Authority of Chelan County and the City of Wenatchee for an appointee from the City of Wenatchee; and

WHEREAS, Mike Leeds was recommended for appointment to the board of directors for the Housing Authority of Chelan County and the City of Wenatchee.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF WENATCHEE makes the following appointment to the board of directors for the Housing Authority of Chelan County and the City of Wenatchee with a term ending on December 31, 2021:

NAME & ADDRESS

Mike Leeds
1736 Lincoln Park Circle
Wenatchee, WA 98801

TERM EXPIRES

December 31, 2021

PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE at a regular meeting thereof this 6th day of December, 2018.

CITY OF WENATCHEE, a municipal corporation

By: _____
FRANK J. KUNTZ, Mayor

ATTEST:

By: _____
TAMMY STANGER
City Clerk

APPROVED:

By: _____
STEVE D. SMITH
City Attorney

TO: Frank Kuntz, Mayor
City Council

FROM: Jeremy Hoover, P.E., Senior Utility Engineer

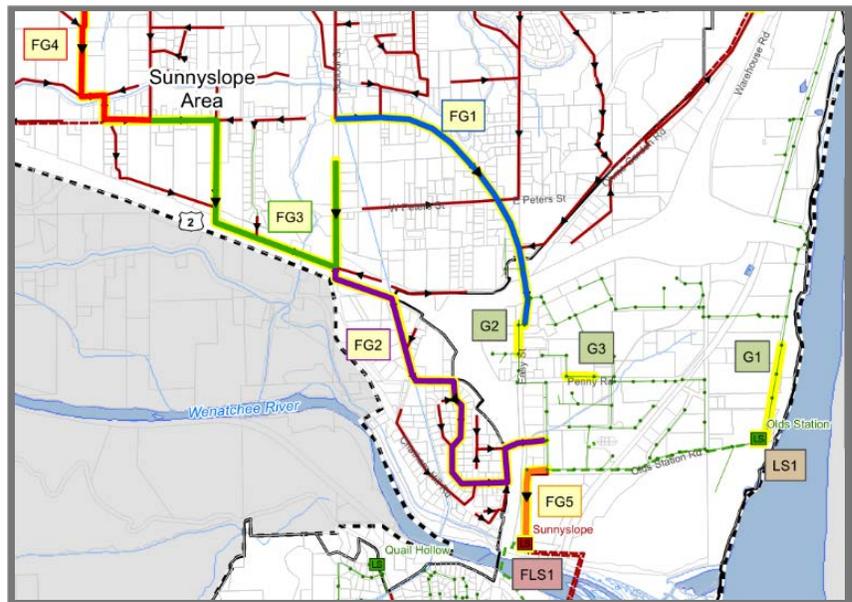
SUBJECT: Bid Award for the Olds Station Sanitary Sewer Expansion Phase 2 - Lift Station
City Project No. 1718

DATE: November 28, 2018

MEETING DATE: December 6, 2018

I. OVERVIEW

The City's adopted Sewer Comprehensive Plan includes a program to extend sewer service into the Sunnyslope region. The main trunk line to be used as a regional outfall for future extensions in Sunnyslope required improvements through Chatham Hill as well as the construction of a new sewer lift station and force main. These projects are referenced in the Comprehensive Plan as FLS1, FG2, FG3 and FG5. Project LS1, upgrading of the existing Olds Station Lift Station, was also identified as a key component in the plan due to a combination of age and its capacity limitations. RH2 Engineering was selected as the design consultant and subsequently tasked to perform the construction inspection services on the gravity sewer.



Phase 1 constructed the gravity sewer improvements FG2, FG3, and a modified FG5. These pipe lines have been installed. That work included the construction of approximately 6,600 feet of 8, 12, and 15 inch pipe in School Street, Easy Street, US 2, Chatham Hills, Horan Road, and various easement corridors with trenchless borings across US 2 and SR 285.

Phase 2 will construct the new lift station. The existing building will be demolished and the backup generator removed. The new station will include two 60-HP variable speed submersible pumps each capable of flowing up to 1,400 gpm. Site work will install new pipes, valves, electrical cabinetry, vaults, fencing, wet well, an electromagnetic flow meter, sensors, and telemetry providing for real time system monitoring and control from the City's Wastewater Treatment Plant. A third pump basin will be cast into the new wet well allowing for the possibility of a third pump should the future need arise.

During the siting analysis for the new lift station, one of the alternatives presented was to reconstruct the existing Olds Station Lift Station to increase its capacity such that the new proposed Sunnyslope Lift Station becomes unnecessary. In addition to eliminating the O&M efforts associated with an additional lift station, this option allows the expanded facilities to be built on the same site as the existing lift station with no further property acquisition necessary.



The existing lift station is located north and west of the Apple Capital Loop Trail adjacent to the Columbia Fruit packing facility east of Olds Station Rd. and Euclid Ave. It will remain in operation while the new lift station is constructed. Two underground 72-inch pipes installed immediately south of the project site in confluence park adjacent to the trail currently act as an emergency storage reservoir for the lift station in the event of a systems failure. These pipes will be utilized to temporarily retain effluent during changeover and rerouting of flows from the old to the new lift station.

A Conditional Use Permit was heard by the Zoning Hearing Examiner on November 13 with no adverse comments provided. The completed project will include a retaining wall and perimeter fencing to reduce visibility from the loop trail. A substandard and obsolete offsite sewer meter inside Confluence Park will also be replaced with a new mag-meter as part of this project.

The project was advertised for bids on November 16 with a bid opening date set for December 5. The results are to be presented at the December 6 Council meeting.

II. ACTION REQUESTED

Staff requests that the City Council authorize the Mayor to award the second phase of project No. 1718 to the lowest responsible bidder with the recommendation of Public Works staff, and further authorize the Mayor to sign the construction contract documents.

III. FISCAL IMPACT Submitted to the Finance Committee Yes No

The project is included in the 2019 City Budget. The Engineer's estimate for the Lift Station is \$1,732,000 and the overall project budget for phases 1, 2, and 3 is \$10,700,000. The primary funding source is the Sewer Utility Fund #405 via 2018 Bond Proceeds.

IV. PROPOSED PROJECT SCHEDULE

As construction activities are anticipated to impact the driveway to Columbia Fruit, some reconstruction of the existing asphalt drive will be required. As a condition of granting a Construction Easement, Columbia Fruit has requested that the offsite work on their property be completed prior to June 1, 2019 which corresponds to the beginning of Cherry Packing season. The completed lift station is expected to be online by mid-summer 2019.

VI. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Rob Jammerman, Public Works Director
John Ricardi, Utilities Manager
Gary Owen, City Engineer
Natalie Thresher, Contracts Coordinator
Brad Posenjak, Finance Director

TO: Frank Kuntz, Mayor
City Council

FROM: Jeremy Hoover, P.E., Senior Utility Engineer



SUBJECT: Olds Station Sanitary Sewer Extension Phase 2 – Lift Station, Project No. 1718
Authorization for Contract Amendment #3

DATE: November 30, 2018

MEETING DATE: December 6, 2018

I. OVERVIEW

The City of Wenatchee opened bids for the Olds Station Sanitary Sewer Extension Project Phase 2 – Lift Station Project on December 5, 2018. The Olds Station Lift Station, existing pipe, structure, generator, transformer, controls, telemetry, fencing and surrounding asphalt will be demolished. The facility will be reconstructed with modern controls and equipment including new pavement, fencing, and a retaining wall on the north and west sides of the site.



The City's current engineering workload is of sufficient magnitude so as to prohibit effective

construction inspection work by in-house staff for this project. It is therefore necessary to procure outside services for the construction inspection efforts. RH2 Engineering is the design firm for the project. Due to their familiarity with the project, their history of design and construction of lift station facilities, as well as their familiarity the City's SCADA system, the City desires to utilize their services to perform and complete the inspection activities for this project.

II. ACTION REQUESTED

Staff recommends the City Council authorize the Mayor to sign Contract Amendment #3 on behalf of the City with RH2 Engineering, Inc. for services during construction for the Olds Station Sanitary Sewer Extension Phase 2 – Lift Station (Project No. 1718).

III. FISCAL IMPACT Submitted to the Finance Committee Yes (No)

This project is funded through Fund 405 - Water/Sewer and is included in the 2019 Budget. The current design contract amount of \$1,894,592 will be increased by \$249,281 to a total of \$2,143,873 with this supplement to encompass the services during construction. This represents an increase in the consultant's total fee structure, but does not have an impact on the overall project budget.

IV. PROJECT BUDGET

Description	Amount
Design	1,600,000
Right of Way	500,000
Construction	7,880,000
Construction Engineering	658,770
Art Fund	78,800
Totals	10,717,570

V. PROJECT SCHEDULE

All work “outside the fence” including paving must be complete prior to June 1, 2019 to allow for the increase in truck traffic to and from Columbia Fruit associated with cherry packing season. Bid Award and Notice to Proceed are anticipated before the end of this year in order to allow for procurement of the pumps which have a lead time of up to 4 months. The new Lift Station is anticipated to be tested and online by mid-summer 2019.

VI. ATTACHMENTS

Contract Amendment 3

VII. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Rob Jammerman, Public Works Director
John Ricardi, Utilities Manager
Gary Owen, City Engineer
Natalie Thresher, Contracts Coordinator
Brad Posenjak, Finance Director

City of Wenatchee
Contract Amendment No. 3
Olds Station Sanitary Sewer Expansion – Phase 2 – Lift Station, Services During Construction
RH2 Project No. WEN 217.130

In accordance with our Professional Services Agreement for the Olds Station Sanitary Sewer Expansion – Phase I, dated October 3, 2017, this is an authorization to revise the Phase 2 project Scope of Work as described below. The work will be performed and invoiced using the terms and conditions listed in the original agreement, plus previous amendments and/or agreements.

Modify the following items from the Scope of Work:

Reference attached **Exhibit A**, **Exhibit B**, and **Exhibit C**.

The engineering fee authorization will increase by \$249,281 for a total authorization amount of **\$2,143,873**.

Please sign this authorization in the space provided below and return to RH2 Engineering, Inc., by mail at the address below, or by email to Contracts@RH2.com.

RH2 Engineering, Inc.

City of Wenatchee



Signature

Signature

Rick L. Ballard – Director

Print Name/Title

Print Name/Title

Date

RH2 Engineering, Inc. 300 Simon Street SE, East Wenatchee, WA 98802

Date

City of Wenatchee, 25 North Worthen, Wenatchee, WA 98801

EXHIBIT A
Scope of Work
Amendment No. 3
City of Wenatchee
Olds Station Sanitary Sewer Expansion – Phase 2 – Lift Station
Services During Construction

November 2018

Background

The City of Wenatchee (City) has selected RH2 Engineering, Inc., (RH2) to design its Olds Station Sanitary Sewer Expansion – Phase 2 – Lift Station. This Amendment covers services during construction for the lift station component of the project.

Task 8 – Phase 2 Lift Station - Services During Construction

Objective: Provide construction contract administration and observation services for a one hundred twenty-six (126) working days (approximately six (6) month) contract. Administrative activities are expected to begin in the winter of 2018, and construction activities are expected to begin in the spring of 2019. Additional tasks that may occur beyond what is scoped herein will need to be mutually negotiated through an additional supplement.

Approach:

- 8.1 Provide project management services. Prepare paperwork for observation and construction documentation. Set up RH2's construction files. Track, assemble, file, and maintain RH2's construction documentation. Coordinate with RH2 staff, City staff, other utilities, and the contractor, and administer request for sublets and statements of intent.
- 8.2 Prepare for and attend a pre-construction meeting. Prepare and provide an agenda for the pre-construction meeting. Prepare and provide required construction plan sets to the contractor at the pre-construction meeting.
- 8.3 Coordinate with a materials testing laboratory to facilitate testing of crushed surfacing, concrete, and asphalt in accordance with the plans and specifications. Review materials testing data for compliance with the plans and specifications. Materials testing will be performed by an on-call subconsultant to RH2.
- 8.4 Provide one (1) engineer on site for construction observation for an average of ten (10) hours per day for seventy (70) working days. Provide archaeological monitoring during excavation. It is assumed that the contractor will begin construction at the beginning of March 2019 and finish at the end of June 2019.
- 8.5 Prepare and provide an agenda for construction progress meetings at an interval chosen by the City. Attend meetings and provide meeting minutes to the parties. Weekly meetings of one (1) hour each are assumed with two (2) RH2 staff attending.
- 8.6 Review submittals for an estimated sixty (60) work items (to include Qualified Products List, Request for Approval of Materials, Manufacturer Certificate of Compliance, Certificate of Material Origin, Mix

- Designs, and Batch Plant Certification) in accordance with the project plans and specifications. Maintain record of materials on a weekly basis during construction.
- 8.7 Review and respond to contractor requests for information (RFIs) and up to five (5) change orders. Maintain tracking log of received documents. Provide finalized documents to the contractor and City.
 - 8.8 Provide property owner coordination. It is assumed some work with Chelan County Public Utility District (PUD), Columbia Fruit Packers, and Washington State Parks will be required. This time will be utilized to work with property owners regarding construction site limits coordination and property restoration.
 - 8.9 Provide weekly statements of working days to the City and the contractor.
 - 8.10 Prepare one (1) pay estimate per month and one (1) final pay estimate for submittal to the City for processing. A total of six (6) pay estimates are assumed.
 - 8.11 Provide control software development services for new operator interface (OI) and programmable logic controller (PLC) equipment. Provide support during factory testing, field testing, startup, and commissioning services. Prepare an arc flash study, device coordination and short circuit analysis. Prepare documentation material of the PLC system for current and future operation and maintenance (O&M) of the system including arc flash report. Provide training for City staff for up to four (4) hours.
 - 8.12 Assist the City in establishing SkyFi service at the lift station. Provide supervisory control and data acquisition (SCADA) software design integration with the City's existing SCADA application at the Wastewater Treatment Plant (WWTP).
 - 8.13 Perform project closeout services. Assemble project records for project closeout and transfer to the City. Prepare completion letters as requested. Organize and maintain project records for closeout and review by the City. Prepare notifications, final reports, and materials certifications; review affidavits of wages paid; and provide protection releases. Coordinate with the City during the closeout process and provide project documentation for review.
 - 8.14 Prepare as-constructed record drawings from both the contractor's records and RH2's observation records.

Assumptions: The construction contract duration will be one hundred twenty-six (126) working days. City staff is encouraged to supplement construction observation services to offset RH2 services as often as possible to reduce costs to the City. Work will be performed to the level of effort outlined in the attached Fee Estimate. If the need for RH2's services changes, and additional budget is needed to accommodate an increase in effort, RH2 and the City will mutually negotiate those changes. RH2 will not be responsible for site safety, for directing the contractor in their work, or for determining means or methods. All continuing support for the PLC, OI, and SCADA system after startup and testing will be provided under the City's General Services contract for SCADA services.

Provided by the City:

- Construction observation services where possible.

RH2 Deliverables:

- Pre-construction meeting agenda in electronic format (PDF).
- Construction plan sets for contractor.

- On-site construction observation.
- Attendance at construction progress meetings. Agenda and meeting minutes for each meeting in electronic format (PDF).
- Responses to submittals in electronic format (PDF).
- Responses to RFIs in electronic format (PDF).
- Up to five (5) change orders in electronic format (PDF).
- Weekly statements of working days in electronic format (PDF).
- Pay estimates (six (6) assumed) in electronic format (PDF).
- Project records in electronic format (PDF)
- As-constructed drawings in electronic format (both PDF and AutoCAD).
- PLC and OI O&M manual in electronic format (PDF).
- Digital copies of PLC, OI and SCADA programs.
- Up to four (4) hours of PLC and OI training for City staff.

Project Schedule

Construction of the project is scheduled to begin in December 2018 and continue for one hundred and twenty-six days (126). Site work for the project is scheduled to begin March 2019. Closeout of the project is anticipated by fall 2019. RH2 will begin work upon receipt of a Notice to Proceed from the City.

EXHIBIT B

City of Wenatchee

Amendment No. 3

Olds Station Sanitary Sewer Expansion - Phase 2 - Lift Station

Services During Construction

Fee Estimate

Description		Total Hours	Total Labor	Total Subconsultant	Total Expense	Total Cost
Classification						
Task 8	Phase 2 Lift Station - Services During Construction	1355	\$ 217,790	\$ 23,000	\$ 8,491	\$ 249,281
PROJECT TOTAL		1355	\$ 217,790	\$ 23,000	\$ 8,491	\$ 249,281

EXHIBIT C RH2 ENGINEERING, INC. 2018 SCHEDULE OF RATES AND CHARGES		
RATE LIST	RATE	UNIT
Professional I	\$138	\$/hr
Professional II	\$149	\$/hr
Professional III	\$161	\$/hr
Professional IV	\$171	\$/hr
Professional V	\$181	\$/hr
Professional VI	\$197	\$/hr
Professional VII	\$210	\$/hr
Professional VIII	\$221	\$/hr
Professional IX	\$221	\$/hr
Technician I	\$96	\$/hr
Technician II	\$104	\$/hr
Technician III	\$132	\$/hr
Technician IV	\$140	\$/hr
Administrative I	\$68	\$/hr
Administrative II	\$78	\$/hr
Administrative III	\$92	\$/hr
Administrative IV	\$111	\$/hr
Administrative V	\$133	\$/hr
CAD/GIS System	\$27.50	\$/hr
CAD Plots - Half Size	\$2.50	price per plot
CAD Plots - Full Size	\$10.00	price per plot
CAD Plots - Large	\$25.00	price per plot
Copies (bw) 8.5" X 11"	\$0.09	price per copy
Copies (bw) 8.5" X 14"	\$0.14	price per copy
Copies (bw) 11" X 17"	\$0.20	price per copy
Copies (color) 8.5" X 11"	\$0.90	price per copy
Copies (color) 8.5" X 14"	\$1.20	price per copy
Copies (color) 11" X 17"	\$2.00	price per copy
Technology Charge	2.50%	% of Direct Labor
Mileage	\$0.545	price per mile (or Current IRS Rate)
Subconsultants	15%	Cost +
Outside Services	at cost	

Rates listed are adjusted annually.

TO: Frank Kuntz, Mayor
City Council

FROM: Jeremy Hoover, P.E., Senior Engineer - Utilities

SUBJECT: North Wenatchee Storm Drain Improvements - Project No. 1617
Authorization for Consultant Supplemental Agreement #2

DATE: November 28, 2018

MEETING DATE: December 6, 2018

I. OVERVIEW



The City discharges stormwater runoff to the Wenatchee and Columbia Rivers in multiple locations. One of these locations, east of the Wenatchee Avenue and Maiden Lane intersection, incorporates a drainage ditch adjacent to the BNSF Railroad Tracks as shown on the left. The location is difficult to access and no evidence of any recorded easement or license agreement can be found. Due to the access restrictions, maintenance of the ditch is problematic and the proximity to the active railroad tracks causes safety concerns for maintenance crews. During moderate to heavy rainfall events, backwater conditions exist that threaten to inundate and cause damage to adjacent businesses in the Duncan Road area. Pace Engineering was hired in 2016 to provide

design services for a project to redirect that water south and eliminate the discharge point to the Wenatchee River mitigating both the flooding and maintenance problems associated with the ditch. Construction was to be deferred until additional funds from the Department of Ecology and Chelan County PUD could be obtained.

A second discharge corridor is located further to the south across a property owned by Chelan County PUD as shown on the right. The outfall pipe is an approximately 6-foot diameter CMP that is twisted and collapsed. The storage yard has subsided multiple times and the stormwater outfall is compromised. Removal and replacement of the pipe is in the best interests of both the City of Wenatchee and the PUD.



The City has been in discussions with the PUD regarding how best to correct the condition. Incorporating the design work into the existing North Wenatchee Storm Drain Improvements project is the logical choice as that pipe will be the ultimate outfall for the improvements to the north. The City and PUD will enter into a cost sharing agreement for the design and construction of the storm drain replacement for this first phase of the larger project. Phase 1 will necessarily require installation of a new pipe crossing the BNSF tracks through an existing drainage culvert originally built in 1912 by the Pioneer Water Users Association. In order to utilize DOE funding, water quality improvements upstream of the ditch at Wenatchee Ave. will be included in Phase 1.

II. ACTION REQUESTED

Staff recommends the City Council authorize the Mayor to sign Consultant Supplemental Agreement #2 on behalf of the City with Pace Engineers, Inc. for additional design services for the North Wenatchee Stormwater Improvements - Project No. 1617.

III. FISCAL IMPACT Submitted to the Finance Committee Yes (No)

Prior years expenditures total \$75,050. A DOE grant was received in the amount of \$70,000. An additional 70,000 is included in the 2019 budget from the Stormwater Fund 410 for a total project budget of \$215,050.

The original Consultant contract amount of \$66,500, along with the Contract Amendment #1 amount of \$2,500 will be increased by \$146,200 to \$215,200 with this supplement. The City is anticipating to enter into a 50% cost sharing agreement with the PUD for the expenses associated with the design and construction of the work on PUD Property. Additional grant funding from the DOE will be pursued to help offset costs for the remainder of the project.

IV. PROPOSED PROJECT SCHEDULE

Design work will be extended into April of 2019 with bidding and construction of Phase 1 anticipated to begin in Summer 2019. The supplemented consultant contract will expire on December 31, 2019.

V. REFERENCE(S)

Consultant Supplemental Agreement #2

VI. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Rob Jammerman, Public Works Director
John Ricardi, Utilities Manager
Gary Owen, City Engineer
Natalie Thresher, Contracts Coordinator
Brad Posenjak, Finance Director



CONTRACT AMENDMENT NUMBER 2 TO THE PROFESSIONAL SERVICES AGREEMENT North Wenatchee Storm Drain Improvements CPN 1617

This Contract Amendment Number 2 dated this ____ day of _____, 2018, is entered into by and between the City of Wenatchee, a municipal corporation, herein called the "City," and Pace Engineers hereinafter the "Consultant":

WHEREAS, the City entered into a Professional Services Agreement ("Agreement") with the Consultant on **December 1, 2016** for professional design services on the North Wenatchee Storm Drain Improvements Project; and

WHEREAS, the City now desires to retain the services of the Consultant to perform additional professional services and/or extend the time for performance; and

WHEREAS, the Consultant is qualified, willing, and able to provide and perform the services, if any, as described in this Contract Amendment Number 2; and

WHEREAS, the services to be performed by the Consultant are temporary in duration.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained and of the Professional Services Agreement, and the Request for Additional Funds to be kept, performed, and fulfilled by the respective parties hereto, it is mutually agreed as follows:

I. SERVICES BY CONSULTANT

All services and all duties incidental or necessary thereto, shall be conducted and performed diligently and completely in accordance with professional standards of conduct and performance. The Consultant agrees to accomplish additional services as described in Attachment A, if any, and the time to perform all services is extended to December 31, 2019.

II. COMPENSATION

- A. Compensation for completion of the additional services, if any, shall not exceed \$ 146,200, as described in Attachment B.
- B. The total contract amount, including the Professional Services Agreement for \$66,500, Additional Services Agreement Number 1 for \$2,500, and this Contract Amendment Number 2 for \$146,200, shall not exceed \$215,200.
- C. The above fees include all labor, materials, and expenses for completion of the work.

III. EXTENT OF AGREEMENT/MODIFICATION

The Professional Services Agreement, together with Contract Amendment Number 1, and this Contract Amendment Number 2, represent the entire and completely integrated Agreement between the parties and supersedes all prior negotiations, representations, or agreements either written or oral. Except as modified herein, all provisions within the Agreement shall remain in full force and effect for the services provided under this Amendment. Additional amendments, modifications, or additions to the Agreement may only be made by written instrument properly signed by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this Contract Amendment Number 2 on the dates written below:

CONSULTANT:

By: Robin Nelson, P.E.

Print Name: ROBIN NELSON, P.E.

Date: 11/26/18

CITY OF WENATCHEE:

By: _____

Frank Kuntz, Mayor

Date: _____

EXHIBIT A

Contract Amendment No. 2

Scope of Work

Project: North Wenatchee Storm Drain Improvements

Background

The City discharges stormwater runoff to the Wenatchee and Columbia Rivers in multiple locations. One of these locations in North Wenatchee incorporates a drainage swale/detention pond adjacent to the BNSF Railroad Tracks. The City, in partnership with Chelan County Public Utility District No. 1 (CCPUD), plans to re-route stormwater from this location into the nearby wetlands at the confluence of the Wenatchee and Columbia Rivers south of Duncan Road, north of Hawley Street thereby eliminating flows from the municipal separate storm sewer system (MS4) to the Wenatchee River.

Since starting work in December 2016 on this project, PACE has completed the stormwater design and engineering for collection and treatment of the stormwater and submitted 60% plans for the stormwater drainage for the Chick ditch (on west side of railroad tracks) and for oil and water separation in the parking lot of the Holiday Inn. Preliminary plans were completed for stormwater transport under the BNSF railroad with disposal in Confluence State Park. Work on the transport and treatment in the Park was not completed due to lack of a survey and a wetland delineation in the Park. Work completed to date was completed under City of Wenatchee Project number 1617 (PACE project number 16521).

The project assumes that all previous planning and engineering will be used to complete 90% plans, specifications, and engineering for treatment of the water quality storm for 35 cfs, transport of 130 cfs of combined flows under the BNSF railroad, and disposal in the wetlands in Confluence State Park.

PACE will subcontract with Aspect Consulting to complete the geotechnical analysis required for the project. Specifically, Aspect Consulting will provide advice on the integrity of the box culvert under the railroad, slope stability for the energy dissipation area, and hydrogeological analysis required in the area.

PACE staff will complete the design report, plans, specifications, and engineering for the stormwater treatment, transport, and discharge to the Confluence State Park wetlands. Services will include survey, wetland delineation, and critical area reporting.

The final work products for this project will be:

- Stormwater Design Report
- Wetlands delineation
- Survey base map
- 90% complete construction plans
- Specifications for 90% complete construction with bidding documents
- SEPA Checklist

Production of construction plans will be done after the 90% plans, specifications, and permits are approved by the City and ECY.

1 Project Management

1.1 Project Administration

PACE will coordinate with the City to assure work is completed in a timely manner and within budget. Monthly statements of progress will be prepared summarizing the project status, fees invoiced, and remaining budget.

1.2 Quality Control and Quality Assurance

Prior to submittal to the City, the draft report, plans, and specifications will be reviewed by senior PACE staff who have not been directly involved with day-to-day production. Draft reports, plans, and specifications, and all documents will be reviewed, discussed, and revised as needed.

Deliverables:

- Project management and coordination
- Coordination and attendance at meetings with Chelan County PUD and City
- Meeting agendas and minutes
- Reports, plans, and specifications which have undergone internal review by at least one senior principal engineer.
- Inclusion on email communications with BNSF, CCPUD, or other stakeholders

2 Project Coordination with Railroad

PACE has established communications with the BNSF land management office in Texas and the engineering office in Seattle. PACE will continue communications with contacts within BNSF to facilitate the permitting process. This will include a permit application in early January 2019 to BNSF land management group, *Jones, LaSalle and Lang (JLL)*. The permit application will include a 60% plan set for all work in BNSF ROW. This should initiate a formal engineering review with BNSF Engineering Services for comments and final approval of plans prior to production of 90% plans. PACE will schedule meetings as needed and prepare agenda and information needed to facilitate understanding and resolution discussion topics.

2.1 Meetings with BNSF

2.2 Training and approvals for access to BNSF property

2.3 Permit Application to BNSF for Engineering Review and Approval of Plans

Assumptions:

- Time from submittal of the permit for a pipeline to review and discussions with BNSF Engineering Services will be less than 45 days.

Deliverables:

- Coordinate phone calls with BNSF Railroad to clarify submittal requirements for review and approval of construction documents.
- Inclusion of City Engineer in important communications (email and phone) with BNSF
- Agenda, minutes, and phone call documentation
- Plans reviewed and approved by BNSF

3 Wetland Delineation and Mitigation

A key objective of the project is to improve the wetlands in Confluence State Park by using stormwater to improve the natural hydrology of the area. This will require disturbances to the existing wetlands therefore a PACE wetlands professional will complete a wetland delineation of the existing wetlands and prepare a mitigation plan for the work.

3.1 Review existing information

3.2. Wetland field survey

The wetland boundary will be delineated, flagged, and surveyed for use in the base map. The methods for delineation will be consistent with the 1997 *“Washington State Wetland Identification and Delineation Manual.”*

3.3. Mitigation Plan

A mitigation plan will be prepared based on the wetland class and expected level of disturbance. The planning process will follow guidelines provided in the 2006 ECY guidance manual *“Wetland Mitigation in Washington State Part 2: Developing Mitigation Plans.”*

3.4. Critical Areas Report and Habitat Plan

The critical areas report will include a project description, description of existing conditions, description of wetlands, streams, steep slope, critical habitat, and buffer widths as required by Chelan County. The findings will be summarized with rating forms and figures showing proposed mitigation for disturbance to critical areas. The report will also address the US Army Corps of Engineers (USACE) requirement for mitigation plans if the proposed project will impact a waterbody, waterward of the ordinary high-water mark of a wetland or stream. The report will be submitted for review and comments by USACE, ECY and the Department of Fish and Wildlife (DFW).

Assumptions:

- Report and planning will comply with Chelan County Critical Ordinances
- Critical Areas Report and Habitat Plan will help assure that 90% plans represent work that can be permitted

Deliverables:

- Wetland delineation for wetlands in project footprint
- A Mitigation Plan for construction and stormwater use in Confluence State Park.
- A Critical Areas Report and Habitat Plan for construction in the Confluence State Park.

4 Topographic and Utility Survey

In 2017 a topographic survey was completed for the stormwater collection system on the west side of the BNSF railroad. A second topographic survey is needed for two other key areas:

1. Holiday Inn Parking lot for separation of oil and water in stormwater
2. Treatment and Disposal area in Confluence State Park.

The survey will include definition of existing topography, location of utilities, parcel boundaries, Right-of-Ways, easements, parking lot features, vegetation, and other information necessary to properly layout a project for construction.

The survey on the east side of the BNSF railroad will start at the box culvert under the railroad and will include the pipe under the CCPUD storage yard, and the wetlands and potential reuse areas in Confluence State Park. It will include BNSF Railroad right of way, private parcel

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boundaries, elevations and extents of wetlands, inverts of the six-foot box culvert under the railroad, and existing 6-foot diameter CMP pipe.

This will involve collecting and organizing information about the drainage basin and information specifically needed by surveyors to create a base map for the project construction site. The survey group will research available utility records and as-built records to determine alignment and location of non-City owned utilities including power, gas, cable, water, and telephone. A base map will establish control points for construction and will include review of as-built mapping of existing City owned utilities.

Assumptions:

- PACE will prepare right-of-entry form and request access to Holiday Inn lot for survey and other required work
- PACE will call for locates on both areas to be surveyed.
- Legal documents for easement on CCPUD property will be prepared by CCPUD and are not included in this fee proposal.

Deliverables:

- Base map of corridor for oil treatment area, new and existing pipe, manholes, recommended boundaries for access easements on property of Holiday Inn and CCPUD, and treatment locations
- Base map for project: Three (3) copies of base maps on 11" x 17" paper and one PDF copy of the base map.
- Electronic files in format requested by the City; files will include survey data and base map. 5 Stormwater Design Project Report

This project will be submitted for funding from the ECY. Therefore, the project report will be prepared in accordance with the ECY guidance document "*Design Deliverables for Stormwater Projects with Ecology Funding.*"

Key sections for the report per the ECY guidance document are:

1. Introduction
2. Basin Description
3. Site Description
4. Core Elements
5. Alternatives Considered:
 - a. For separation of oil and water
 - i. An analysis of the following alternatives for separation of oil from stormwater off Wenatchee Avenue:
 - ii. Treatment units on the Avenue,
 - iii. Treatment units in the Holiday Inn parking lot,
 - iv. Treatment of combined flow in construct
 - b. Disposal of stormwater
 - i. Constructed wetlands in Confluence Park
 - ii. Infiltration in the Park
 - iii. Leave as is.
6. Design Analysis
7. Quantify Water Quality Benefits
8. Engineers Opinion of Cost
9. Proposed Schedule

The guidance document is attached as Appendix A. After a review with the City, the report will, and must be, submitted to the ECY by PACE Engineers on March 15, 2019.

Assumptions:

- Design and recommendations will be consistent with the Stormwater Management Manual for Eastern Washington
- A complete draft will be submitted to the City Engineer, reviewed and discussed in a meeting with key project members, and revised per recommendations from the City Engineer

Deliverables:

- A final Stormwater Design Project Report for submittal to ECY.

6 Construction Plans and Specifications

The goal of the engineering design is a low maintenance conveyance and treatment system that treats a water quality storm in an oil and water treatment element and transports the entire storm flow to drains on the west side of the BNSF railroad, then under the railroad and gravity flow to a final treatment/disposal element in Confluence State Park. Transport of the stormwater to the Park should enhance existing wetlands.

6.1. Treatment System Design

Completing the design for 90% plan documents entails final review of calculations, sizing, and specifications for conveyance and treatment components. In this project, the layout and material specifications will be compliant with *BNSF Utility Accommodation Policy* and approved by BNSF prior to 90% submittal.

The design will provide for:

1. Conveyance of the water quality storm flow to and from an oil and water separation unit,
2. Gravity flow of storm water from the Holiday Inn manhole to the Confluence State Park wetlands,
3. Selection of a method to provide for long term conveyance through the box culvert under the railroad,
4. An evaluation of two methods to convey stormwater from the box culvert to the Park.
The methods to replace the existing collapsed storm drain will be:
 - a. A 6-foot storm drain which transports stormwater to the northeast of the existing CMP culvert.
 - b. A 6-foot storm drain which is installed on the alignment of the existing collapsed CMP pipe.
5. Selection of and construction plans for the preferred method to transport stormwater to the Park
6. Treatment and disposal/reuse of the stormwater in Confluence State Park.

Aspect Consulting will be hired to help with the condition assessment of the structures, infiltration rates, and structural properties of soils.

Deliverables will be reviewed in-house to ensure quality and accuracy of the final deliverable.

6.2 90% Submittal Construction Plans

PACE will complete a full set of plans that, after approval by all Agencies and stakeholders, can be used to construct all project elements required for disposal of treated stormwater in Confluence State Park. The plans will include, plan and profile views for the collection, treatment, and conveyance elements, and details for all conveyance and treatment elements. The plans will be prepared for review and comment by the City and CCPUD. Once revised and approved by the City the plans will be prepared for submittal to ECY for a construction grant

application. Review comments from ECY will be recorded and kept with the project files until funding is available to complete the final contract and bid documents.

6.3 90% Submittal Specifications

Specifications will be based on WSDOT/APWA 2018 Standard Specifications for Road, Bridge and Municipal Construction. Special provisions will follow standard WSDOT format. PACE will use City of Wenatchee non-federally funded boilerplate documents for bid proposal, contracts, contract bond, and general requirements.

Assumptions:

- City will provide PACE with digital copies (MS Word) of their preferred standard documents for bid and contracting construction projects.
- PACE will receive approval for the draft construction plans from BNSF prior to submitting 90% plan for review with the City.
- PACE will coordinate meetings and provide digital and paper copies of the plans and specifications for review with the City and Stakeholders.

Deliverables:

- 90% Construction plans reviewed and approved by the City
- 90% specifications review and approved by the City
- Bidding and contract documents in the 90% specifications

6.4 Opinion of Probable Cost

PACE Engineers will develop an Opinion of Probable Cost (OPC) using an in-house data base and City, County and/or state construction databases. The OPC will include project contingency, sales taxes, and fee estimates for final permitting and engineering construction services. A draft OPC will be submitted to the City for review and comment. The final 90% OPC will be prepared incorporating recommendations from the review of the draft OPC.

Deliverables:

- Opinion of cost for project construction based on the 90% Construction plans and specifications

6.5 Project Schedule

The construction will be completed in two phases. The first phase will involve installation of the storm drain under the railroad (through the box culvert) and to the discharge point in Confluence State Park and will include an energy dissipation structure. The 90% construction documents for Phase 1 will be completed by April 15th, 2019.

The second phase of construction will involve the installation of oil and water separator, collection and drainage from the Chick Ditch, and final treatment and reuse of stormwater in the Confluence State Park. The 90% construction documents and design report will be submitted to ECY for a construction grant. The 90% construction documents for Phase 2 will be completed by September 1st, 2019.

After approval of the 90% plans and specifications, PACE will submit an additional services agreement for work needed to produce 100% complete documents for bid, completion of permits, and construction assistance.

The Ecology grant application and 90% submittal requires a schedule for construction of Phase 2. This schedule will be discussed in a meeting with the City and CCPUD during review of the 90% construction documents. PACE will summarize the recommendations into a schedule for

inclusion with the 90% submittal package to ECY. The schedule will present a timeline for permitting, final design, financing, bid, and construction of the project.

Assumptions:

- PACE will apply for a permit to BNSF land management group, Jones, LaSalle and Lang (JLL) for installation of pipelines on BNSF ROW.
- After submittal of the permit application, at least 45 days will pass before plan review will start with the BNSF Engineering Services group.
- Deadlines for submittal of 90% plans and specifications depend on timely review from BNSF and no significant changes to the scope of work.
- Phase 1 submittal of 90% plans and specifications does not include replacement or significant modifications to manholes on the west side of the railroad.
- Plans will be developed to comply with the 2011 BNSF Utility Accommodation Policy.
- PACE will submit 60% Plans for all work in BNSF apply for a

Deliverables:

- A schedule for Phase 2 construction for inclusion in ECY submittal package.

6.6 90% Design Package Submittal ECY Stormwater Project Funding

Once approved by the City and CCPUD, PACE will prepare and print the Design report, 90% plans, and specifications for submittal to ECY.

Deliverables:

- A complete submittal 90% Design Package for the City to deliver to the Washington State Department of Ecology.
- Three bound copies delivered to the City for mailing to ECY.

7 PERMITTING

A SEPA checklist will be prepared for the project and submittal with the Design Report.

Assumptions:

- After approval of 90% plans and specifications PACE will submit a new budget for:
 - Completion of construction plans and documents
 - Application and approval of JARPA, HPA, and a NOI
 - Preparation of a Stormwater Pollution Prevention Plan

Deliverables:

- SEPA checklist complete for the project
- List of County, State and Federal permits required for construction of the project.

END OF SCOPE OF SERVICES

FINAL BID PACKAGE FOR CONSTRUCTION

There are no fees included with this scope of work for production of the final bid package or assistance with construction inspection. After review and comments have been received from the City and/or ECY for the 90% documents, PACE will request additional fees to complete 100% plans, specifications, permitting, and construction assistance.

Permits will be required for construction in the wetlands and compliance with County ordinances. Therefore, completion of 100% construction documents will also require submittal

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of a Joint Aquatic Resources Permit Application for a Nationwide Permit and Hydraulic Project Approval (HPA), and the filing of the Notice of Intent (NOI). Permits required by the construction contractor for work in the County will be identified and/or applied for by PACE and/or the City.

Work with the State Department of Archaeology and Historic Preservation (SHPO) and a consulting archaeologist will also be required. Consultation with SHPO and/or an archaeologist will be completed by CCPUD or the City after the design and 90% documents are approved.

EXHIBIT B. PROJECT BUDGET

NORTH WENATCHEE AVENUE STORMWATER DRAINAGE PROJECT

11/13/2018

BASIS: COST PER UNIT WORK	BUDGET	Staff Hours	
Task 1 - Project Management			
1.1 Project Administration	\$5,992	30	
1.2 Quality Assurance and Quality Control	\$3,998	20	
Subtotal	\$9,990	50	
Task 2 -Project Coordination w Railroad			
2.1 Meeting and discussions w BNSF	\$1,212	6	
2.2 Site Access and Plan approval	\$3,500	26	
Subtotal	\$4,712	32	
Task 3 Wetland Delineation and Mitigation (PACE)			
3.1 Field work in Confluence State Park	\$9,960	60	
3.2 Mitigation Plan	\$3,330	29	
3.3 Critical Areas Report\Habitat Assessment	\$6,699	49	
3.4 Biological Assessment Summary	\$918	6	
Subtotal	\$20,907	144	
Task 4 Topographic and Utility Survey			
4.1 Wetland locates	\$0	0	
4.2 Topographic Mapping - Robotics	\$4,804	28	
4.3 Survey Holiday Inn lot for Oil and Grease	\$2,812	20	
4.4 Parcel and ROW boundaries	\$240	2	
4.5 Project Base Map	\$1,572	17	
Subtotal	\$9,428	67	
Task 5 - Stormwater Project Design Report			
5.1 Stormwater Project Design Report	\$11,043	68	
5.2 Draft Submittal to ECY w Review	\$2,152	14	
Subtotal	\$13,195	82	
Task 6 - 90% Construction Plan			
6.1 Treatment System Design	\$11,297	79	
6.2. 90% Construction Plans	\$27,761	195	
6.3 Specifications	\$22,495	156	
6.4 Opinion of Probable Cost	\$795	5	
6.5 Project Schedule	\$1,042	7	
6.6 90% Design Package for ECY	\$2,040	15	
Subtotal	\$65,430	457	
Task 7 - Permitting			
7.1 SEPA Checklist	\$2,548	16	
Subtotal	\$2,548	16	
All Tasks Subtotal		\$126,210	848
BG 99 Reimbursables & Subconsultants			
Reimbursables	\$7,865		
Subconsultants			
Aspect Consulting, Inc (Geotechnical Eng)	\$12,126		
TOTAL	\$146,200	848	

TO: Frank Kuntz, Mayor
City Council

FROM: Jeremy Hoover, P.E., Senior Engineer - Utilities

SUBJECT: Horse Lake Road Sanitary Sewer Extension - Project No. 1713
Project Budget Amendment 2

DATE: December 3, 2018

MEETING DATE: December 6, 2018

I. OVERVIEW

The project included the construction of approximately 1,585 linear feet of 8 inch, sanitary sewer main line in Dawn Terrace north of Maiden Lane and Horselake Road from Dawn Terrace to Tanda Lane. Associated individual side sewer services are included for each developed lot.



During initial excavation, very poor soil conditions were encountered. Fill consisting of 12 to 16 inch river cobbles, small quantities of debris and large boulders up to 6 feet in diameter were encountered with little binding soil in that layer. The subgrade conditions improved as the project progressed northward allowing for a smaller trench width. However, the pavement structural section, which consisted of thin layers of asphalt on top of clay remained similar to what was initially encountered on Dawn Terrace.



After installation of the sewer piping and backfill operations were complete, preparation for paving began. When the road was cleaned, broomed and exposed, the amount of asphalt that was entirely pulverized was found to extend far beyond the trench limits. This failure was due to the overburden from construction equipment along with the generally poor construction of the road bed and asphalt prior to the onset of construction. Very little of the existing road was salvageable and reconstruction of the majority of Horse Lake road as well as Dawn Terrace was necessary.

II. ACTION REQUESTED

Staff recommends the City Council amend the project budget by \$79,530 to pay for the additional paving and roadway work and further authorize the Mayor to approve the construction change order.

III. FISCAL IMPACT Submitted to the Finance Committee (Yes – 10-25-18) No

This project was included in the 2018 Budget and is funded through Fund 405 - Sewer. The first budget amendment increased the project budget by \$158,500. This budget amendment will raise the amount by another \$73,020 to a total of \$788,520.

Original Project Budget

Description	Amount
Design	20,000
In House Management	2,000
Construction & Surveying	510,000
Construction Engineering	20,000
Art Fund	5,000
Total Project Cost	557,000

Amended Project Budget

Description	Amount
Design	20,000
In House Management	2,000
Construction & Surveying	729,300
Construction Engineering	30,000
Art Fund	7,220
Total Project Cost	788,520

IV. PROPOSED PROJECT SCHEDULE

Final paving was completed in November 2018. Minor landscaping remains to be completed at the intersection of Dawn Terrace and Horse Lake Road. Services are currently being sold with seven new customers having established billing accounts and connected. Temporary pavement markings have been installed for the winter. Final road striping will be completed once temperatures are sufficiently warm this spring.

V. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
 Rob Jammerman, Public Works Director
 John Ricardi, Utilities Manager
 Gary Owen, City Engineer
 Natalie Thresher, Contracts Coordinator
 Brad Posenjak, Finance Director

**COUNCIL AGENDA REPORT
PUBLIC WORKS DEPARTMENT**

TO: Frank Kuntz, Mayor
City Council

FROM: John Ricardi, P.E., Utilities Manager
Rob Jammerman, Public Works Director

SUBJECT: Comprehensive Stormwater Plan - Project No. 1806 – Authorization to negotiate an agreement for professional services with HDR, Inc. and further authorize the Mayor to sign agreement on behalf of the city.

DATE: November 13, 2018

MEETING DATE: December 6, 2018

I. OVERVIEW

The City of Wenatchee Stormwater Utility was established in the early 1990s to fund the operation, maintenance, and replacement of the stormwater system. The City of Wenatchee's Comprehensive Stormwater Plan helps outline the system to identify the systems operational, maintenance and replacement/expansion needs.

The City of Wenatchee's current Comprehensive Stormwater Plan was last approved in May of 2010. This Comprehensive Stormwater Plan Update will include seven chapters to create the framework to continue the operational, maintenance and necessary replacement/additions to the stormwater system.

The long term Capital Improvements Plan (CIP) will be updated to reflect existing system deficiencies and provide the basis for ongoing operations and system improvements for the next ten years. The utility rate structures will be analyzed to provide recommendations for revisions to account for the costs associated with implementation of the proposed CIP projects while allowing for ongoing system maintenance and emergency repairs. The updated plan will provide a discussion of the financial viability of the stormwater utility and summarize past revenues and expenditures.

City staff issued a Request for Qualifications in June, 2018. Four submittals were received and, upon completion of a selection matrix, it was determined that HDR Engineering is best qualified to perform engineering services for this project. Selection criteria included qualifications of key personnel, project understanding including method of approach, experience with Comprehensive Planning and Utility Rate Structure analysis, experience with floodplain management, ability to meet specified timeframes and completion dates, as well as past projects and references for similar projects completed within the last three years.

II. ACTION REQUESTED

Staff recommends the City Council authorize the Mayor to negotiate with HDR Engineering for design services for the Comprehensive Stormwater Plan Update (Project No. 1806) and further authorize the Mayor to sign a contract on behalf of the City.

III. FISCAL IMPACT Submitted to the Finance Committee Yes (No)

This project was identified in the current CIP budget and will be funded by Fund 410 – Storm Drain Utility

Project Budget

**COUNCIL AGENDA REPORT
PUBLIC WORKS DEPARTMENT**

Task	Total
Consultant Engineering	\$232,874.00
In-House Project Management	\$17,126.00
Totals	\$250,000.00

IV. PROPOSED PROJECT SCHEDULE

Design duration is anticipated to be twelve months and is anticipated being completed by end of year 2019.

VI. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Rob Jammerman, Public Works Director
Gary Owen, City Engineer
Brad Posenjak, Finance Director
Natalie Thresher, Contracts Coordinator

TO: Frank Kuntz, Mayor
City Council

FROM: John Ricardi, PE, Utilities Manager
Rob Jammerman, Public Works Director

SUBJECT: Updates to the City of Wenatchee's Municipal Code Title 4, Chapter 4.38; Title 9, Chapters 9.01 and 9.12

DATE: November 20, 2018

MEETING DATE: December 6, 2018

I. OVERVIEW

The addition of fluoride to the water...

- Chapter 4.38
 - Repeal Chapter 4.38 in its entirety

To support the implementation of the City's Comprehensive Water System Plan, changes to the City code were implemented through Ordinance 2018-23. Additional code modifications to further support the implementation of the City's Comprehensive Water System Plan have been identified, reviewed and are proposed as follows:

- Chapter 9.01:
 - Addition of a new chapter 9.01 into title 9 of the City of Wenatchee's Municipal Code that adds language that refers to the City of Wenatchee's Pre-Approved Plans and Policies
- Chapter 9.12:
 - Adjusts the Private Fire Lines – Standby Charges to adjust annually by the Consumer Price Index
 - Defines the ownership limits for Private Fire lines
 - Removes 5/8" line as the City's standard minimum water line is 3/4"

II. ACTION REQUESTED

Staff recommends that the City Council approve changes to the defined sections of the City Code and authorize the Mayor to sign Ordinance 2018-48, Ordinance 2018-49 and Ordinance 2018-50.

III. FISCAL IMPACT Submitted to the Finance Committee Yes No

- Private Fire Lines – Standby Charges would see an annual rate increase equivalent to the Consumer Price Index with the first increase happening on upon the implementation of ordinance 2018-## and each increase happening on the first of the year thereafter.

The current Fire Line Standby Charges are:

2-inch line or less	\$4.50 per month
3-inch line	6.00 per month
4-inch line	9.00 per month
6-inch line	13.50 per month
8-inch line	18.00 per month
10-inch line	22.50 per month
12-inch line	27.00 per month

IV. PROPOSED IMPLEMENTATION SCHEDULE

The code changes would become effective 30 days after adoption of ordinance 2018-##. Public Works staff will be updating rates and fees on the website and in City's permitting software.

V. REFERENCE(S)

1. Ordinance 2018-48 attached to this report.
2. Ordinance 2018-49 attached to this report.
3. Ordinance 2018-49 attached to this report.

VI. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Brad Posenjak, Finance Director

ORDINANCE NO. 2018-48

AN ORDINANCE, amending Chapter 9.12 WCC relating to water – rules and regulations.

WHEREAS, upon recommendation of Staff, the City Council of the City of Wenatchee desires to amend Chapter 9.12, Water – Rules and Regulations, of the Wenatchee City Code.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WENATCHEE, WASHINGTON, do ordain as follows:

SECTION I

WCC Section 9.12.530 shall be and hereby is amended to read as follows:

9.12.530 Private fire lines – Standby charges.

There shall be charged for all persons, firms or individuals having private fire lines connected with the city water system the following standby charges for said connections:

2-inch line or less	\$4.50 per month
3-inch line	6.00 per month
4-inch line	9.00 per month
6-inch line	13.50 per month
8-inch line	18.00 per month
10-inch line	22.50 per month
12-inch line	27.00 per month

In addition to such other changes as may be approved by the city council, commencing January 1, 2020, and on January 1st of each successive year thereafter, the rates addressed herein shall be automatically increased based upon 100 percent of the Consumer Price Index, Pacific Cities and U.S. City Average, All Items Indexes, for the period July to July, All Urban Consumers, West B/C as published by the Bureau of Labor Statistics. In no event shall the rates be increased by an amount less than one percent or greater than five percent without prior approval by the city council. However, these fees and charges shall not, in any case, decrease.

~~Any private fire line of size three inches or less shall be metered and the consumption charge for private fire lines shall be billed at commercial rates.~~

~~Consumption of water for other than fire suppression on unmetered lines is prohibited. In the event of unauthorized consumption the user thereof shall be charged at commercial rates for such consumption. The amount of consumption shall be determined by the director of the water division. In the event of unauthorized consumption thereafter, a meter shall be placed on such line with the actual cost of such meter installation paid pursuant to WCC 9.12.500. (Ord. 2018-23 § 1; Ord. 2016-18 § 1; Ord. 2399 § 6, 1980; Ord. 2261 § 1, 1977; Ord. 2227 § 50, 1976)~~

~~For all private fire lines connected with the city water system ownership shall be defined as follows, the City shall own and maintain from the water main to the first fire line water valve downstream of the water main.~~

SECTION II

WCC Subsection 9.12.540(2) shall be and hereby is amended to read as follows:

(2) Minimum Charge and Consumption Rate.

(a) Effective on 1/1/2019:

Customer Class and Meter Size	Monthly Minimum Charge	Consumption Rate per 100 Cubic Feet
Single-Family Residential and Duplexes		
3/4 5/8" meter	\$12.38	\$2.003
1" meter	\$22.02	\$2.003
1-1/2" meter	\$37.40	\$2.003
2" meter	\$57.49	\$2.003
3" meter	\$124.89	\$2.003
Commercial and Multifamily		
3/4 5/8" meter	\$12.38	\$2.003
1" meter	\$22.02	\$2.003
1-1/2" meter	\$37.40	\$2.003
2" meter	\$57.49	\$2.003
3" meter	\$124.89	\$2.003
4" meter	\$184.37	\$2.003
6" meter	\$346.03	\$2.003
8" meter	\$538.91	\$2.003

Billings for water used each month shall be determined from meter readings and shall include the monthly minimum charge and the amount of consumption.

In addition to such other changes as may be approved by the city council, on January 1st of each year, beginning on January 1, 2020, the rates addressed herein shall be automatically increased by six percent.

SECTION III

WCC Subsection 9.12.570(1)(f) shall be and hereby is amended to read as

follows:

(f) The base SIF is multiplied by MCE factors based upon water meter sizes as follows:

Meter Size	MCE
5/8" or 3/4"	1
3/4" x 3/4"	1.5
1"	2.5
1-1/2"	5
2"	8
3"	16
4"	25
6"	50
8"	80

SECTION IV

Except as modified herein, Chapter 9.12 of the Wenatchee City Code shall remain in full force and effect.

SECTION III

The provisions of this Ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, section or portion of this Ordinance, or the invalidity of the application thereof to any person or circumstances shall not affect the validity of the remainder of this Ordinance, or the validity of its application to other persons or circumstances.

SECTION IV

A summary of this ordinance will be published in the official newspaper of the City of Wenatchee and shall be in full force and effect thirty (30) days after passage and publication as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE, at a regular hearing thereof, this 6th day of December, 2018.

CITY OF WENATCHEE, a municipal corporation

By _____
FRANK J. KUNTZ, Mayor

ATTEST:

By _____
TAMMY L. STANGER, City Clerk

APPROVED:

By _____
STEVE D. SMITH, City Attorney

ORDINANCE NO. 2018-49

AN ORDINANCE, adding new Chapter 9.01 to the Wenatchee City Code related to pre-approved plans and policies.

WHEREAS, upon recommendation of Staff, the City Council of the City of Wenatchee desires to add new Chapter 9.01 to the Wenatchee City Code related to pre-approved plans and policies.

**THE CITY COUNCIL OF THE CITY OF WENATCHEE DO
ORDAIN AS FOLLOWS:**

SECTION I

Chapter 9.01 Pre-Approved Plans and Policies shall be and hereby is added to the Wenatchee City Code to read as follows:

Chapter 9.01

PRE-APPROVED PLANS AND POLICIES

Sections:

- 9.01.010 Definitions.
- 9.01.020 Pre-approved plans and policies

9.01.010 Definitions.

The word “director” wherever used in this chapter shall be held and construed to mean the director of public works of the city of Wenatchee or his duly appointed and designated representative, and any act in this chapter required or authorized to be done by the director may be done on behalf of the director by said authorized representative.

9.01.020 Pre-approved plans and policies.

“Pre-approved plans and policies” means those engineering plans and policies approved by the public works director for all street and utility improvements constructed within the City of Wenatchee. The pre-approved plans and policies are available for public inspection in the public works department during regular business hours or online at www.wenatcheewa.gov.

SECTION II

The provisions of this Ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, section or portion of this Ordinance, or the invalidity of the application thereof to any person or circumstances shall not affect the validity of the remainder of this Ordinance, or the validity of its application to other persons or circumstances.

SECTION III

A summary of this ordinance will be published in the official newspaper of the City of Wenatchee and shall be in full force and effect thirty (30) days after passage and publication as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE, at a regular hearing thereof, this 6th day of December, 2018.

CITY OF WENATCHEE, a municipal corporation

By _____
FRANK J. KUNTZ, Mayor

ATTEST:

By _____
TAMMY L. STANGER, City Clerk

APPROVED:

By _____
STEVE D. SMITH, City Attorney

ORDINANCE NO. 2018-50

AN ORDINANCE, repealing prior Ordinance No. 1895, codified at Chapter 4.38 WCC related to fluoridation.

WHEREAS, upon recommendation of Staff, the City Council of the City of Wenatchee desires to repeal Chapter 4.38 of the Wenatchee City Code related to fluoridation.

THE CITY COUNCIL OF THE CITY OF WENATCHEE DO ORDAIN AS FOLLOWS:

SECTION I

Prior Ordinance No. 1895 codified at Chapter 4.38 of the Wenatchee City Code related to fluoridation shall be and hereby is repealed in its entirety.

SECTION II

The provisions of this Ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, section or portion of this Ordinance, or the invalidity of the application thereof to any person or circumstances shall not affect the validity of the remainder of this Ordinance, or the validity of its application to other persons or circumstances.

SECTION III

A summary of this ordinance will be published in the official newspaper of the City of Wenatchee and shall be in full force and effect thirty (30) days after passage and publication as provided by law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF
WENATCHEE**, at a regular hearing thereof, this 6th day of December, 2018.

CITY OF WENATCHEE, a municipal corporation

By _____
FRANK J. KUNTZ, Mayor

ATTEST:

By _____
TAMMY L. STANGER, City Clerk

APPROVED:

By _____
STEVE D. SMITH, City Attorney

**COUNCIL AGENDA REPORT
PUBLIC WORKS DEPARTMENT**

TO: Frank Kuntz, Mayor
City Council

FROM: Jacob Huylar, Engineering Services Manager 

SUBJECT: Tacoma Avenue – Maple St to McKittrick Street, City Project #1907
Transportation Improvement Board Fuel Tax Agreement and Project Funding Status Form

DATE: November 30, 2018

MEETING DATE: December 6, 2018

I. OVERVIEW

The Washington State Transportation Improvement Board (TIB) had a call for projects in June of 2018. The city submitted three applications under the TIB's Urban Arterial Program, which this year awarded a total of \$70,000,000 to local agencies throughout the state. The city was notified on November 16, 2018 that it was awarded \$1,295,068 for its proposed project on Tacoma Avenue between Maple St. and McKittrick St.

The project will install curb, gutter, and sidewalk on the west side of Tacoma Ave., as well as curb and gutter on the east side of the roadway. Right-of-way acquisition will be such that a future sidewalk can be constructed on the east side of Tacoma Ave. The project will also install new stormwater and illumination systems, and the city is in talks with Chelan County PUD to replace its existing water main in conjunction with the project.

In order to secure grant funding, the TIB requires that its Fuel Tax Grant Agreement and Project Funding Status Form are signed by the city.

II. ACTION REQUESTED

Staff recommends that the City Council approve the project budget and authorize the Mayor's signature on the Fuel Tax Grant Agreement and Project Funding Status Form.

III. FISCAL IMPACT Yes No

The proposed project budget, attached, will be presented to the Finance Committee at its December 6, 2018 meeting. The TIB requires a minimum city match of 20%, which amounts to \$323,767.

IV. PROPOSED PROJECT SCHEDULE

The project is scheduled for construction in 2021. Preliminary engineering and right-of-way acquisition will begin in 2019.

**COUNCIL AGENDA REPORT
PUBLIC WORKS DEPARTMENT**

V. REFERENCE(S)

1. Fuel Tax Grant Agreement
2. Project Funding Status Form
3. Proposed Project Budget
4. Project Application

VI. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Rob Jammerman, Public Works Director
Gary Owen, City Engineer
Jake Lewing, Project Engineer
Natalie Thresher, Contracts Coordinator
Ruta Jones, Administrative Assistant



Washington State Transportation Improvement Board
Fuel Tax Grant Agreement

City of Wenatchee
8-3-160(030)-1
Tacoma Avenue
Maple Street to McKittrick Street

STATE OF WASHINGTON
TRANSPORTATION IMPROVEMENT BOARD
AND
City of Wenatchee
AGREEMENT

THIS GRANT AGREEMENT (hereinafter "Agreement") for the Tacoma Avenue, Maple Street to McKittrick Street (hereinafter "Project") is entered into by the WASHINGTON STATE TRANSPORTATION IMPROVEMENT BOARD (hereinafter "TIB") and City of Wenatchee, a political subdivision of the State of Washington (hereinafter "RECIPIENT").

1.0 PURPOSE

TIB hereby grants funds in the amount of \$1,295,068 for the project specified above, pursuant to terms contained in the RECIPIENT'S Grant Application, supporting documentation, chapter 47.26 RCW, title 479 WAC, and the terms and conditions listed below.

2.0 SCOPE AND BUDGET

The Project Scope and Budget are initially described in RECIPIENT's Grant Application and incorporated by reference into this Agreement. Scope and Budget will be further developed and refined, but not substantially altered during the Design, Bid Authorization and Construction Phases. Any material alterations to the original Project Scope or Budget as initially described in the Grant Application must be authorized by TIB in advance by written amendment.

3.0 PROJECT DOCUMENTATION

TIB requires RECIPIENT to make reasonable progress and submit timely Project documentation as applicable throughout the Project. Upon RECIPIENT's submission of each Project document to TIB, the terms contained in the document will be incorporated by reference into the Agreement. Required documents include, but are not limited to the following:

- a) Project Funding Status Form
- b) Bid Authorization Form with plans and engineers estimate
- c) Award Updated Cost Estimate
- d) Bid Tabulations
- e) Contract Completion Updated Cost Estimate with final summary of quantities
- f) Project Accounting History

4.0 BILLING AND PAYMENT

The local agency shall submit progress billings as project costs are incurred to enable TIB to maintain accurate budgeting and fund management. Payment requests may be submitted as often as the RECIPIENT deems necessary, but shall be submitted at least quarterly if billable



Washington State Transportation Improvement Board
Fuel Tax Grant Agreement

amounts are greater than \$50,000. If progress billings are not submitted, large payments may be delayed or scheduled in a payment plan.

5.0 TERM OF AGREEMENT

This Agreement shall be effective upon execution by TIB and shall continue through closeout of the grant or until terminated as provided herein, but shall not exceed 10 years unless amended by the Parties.

6.0 AMENDMENTS

This Agreement may be amended by mutual agreement of the Parties. Such amendments shall not be binding unless they are in writing and signed by persons authorized to bind each of the Parties.

7.0 ASSIGNMENT

The RECIPIENT shall not assign or transfer its rights, benefits, or obligations under this Agreement without the prior written consent of TIB. The RECIPIENT is deemed to consent to assignment of this Agreement by TIB to a successor entity. Such consent shall not constitute a waiver of the RECIPIENT's other rights under this Agreement.

8.0 GOVERNANCE & VENUE

This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington and venue of any action brought hereunder shall be in the Superior Court for Thurston County.

9.0 DEFAULT AND TERMINATION

9.1 NON-COMPLIANCE

- a) In the event TIB determines, in its sole discretion, the RECIPIENT has failed to comply with the terms and conditions of this Agreement, TIB shall notify the RECIPIENT, in writing, of the non-compliance.
- b) In response to the notice, RECIPIENT shall provide a written response within 10 business days of receipt of TIB's notice of non-compliance, which should include either a detailed plan to correct the non-compliance, a request to amend the Project, or a denial accompanied by supporting details.
- c) TIB will provide 30 days for RECIPIENT to make reasonable progress toward compliance pursuant to its plan to correct or implement its amendment to the Project.
- d) Should RECIPIENT dispute non-compliance, TIB will investigate the dispute and may withhold further payments or prohibit the RECIPIENT from incurring additional reimbursable costs during the investigation.

9.2 DEFAULT

RECIPIENT may be considered in default if TIB determines, in its sole discretion, that:



Washington State Transportation Improvement Board
Fuel Tax Grant Agreement

- a) RECIPIENT is not making reasonable progress toward correction and compliance.
- b) TIB denies the RECIPIENT's request to amend the Project.
- c) After investigation TIB confirms RECIPIENT'S non-compliance.

TIB reserves the right to order RECIPIENT to immediately stop work on the Project and TIB may stop Project payments until the requested corrections have been made or the Agreement has been terminated.

9.3 TERMINATION

- a) In the event of default by the RECIPIENT as determined pursuant to Section 9.2, TIB shall serve RECIPIENT with a written notice of termination of this Agreement, which shall be served in person, by email or by certified letter. Upon service of notice of termination, the RECIPIENT shall immediately stop work and/or take such action as may be directed by TIB.
- b) In the event of default and/or termination by either PARTY, the RECIPIENT may be liable for damages as authorized by law including, but not limited to, repayment of grant funds.
- c) The rights and remedies of TIB provided in the AGREEMENT are not exclusive and are in addition to any other rights and remedies provided by law.

9.4 TERMINATION FOR NECESSITY

TIB may, with ten (10) days written notice, terminate this Agreement, in whole or in part, because funds are no longer available for the purpose of meeting TIB's obligations. If this Agreement is so terminated, TIB shall be liable only for payment required under this Agreement for performance rendered or costs incurred prior to the effective date of termination.

10.0 USE OF TIB GRANT FUNDS

TIB grant funds come from Motor Vehicle Fuel Tax revenue. Any use of these funds for anything other than highway or roadway system improvements is prohibited and shall subject the RECIPIENT to the terms, conditions and remedies set forth in Section 9. If Right of Way is purchased using TIB funds, and some or all of the Right of Way is subsequently sold, proceeds from the sale must be deposited into the RECIPIENT's motor vehicle fund and used for a motor vehicle purpose.

11.0 INCREASE OR DECREASE IN TIB GRANT FUNDS

At Bid Award and Contract Completion, RECIPIENT may request an increase in the TIB funds for the specific project. Requests must be made in writing and will be considered by TIB and awarded at the sole discretion of TIB. All increase requests must be made pursuant to WAC 479-05-202 and/or WAC 479-01-060. If an increase is denied, the recipient shall be liable for costs incurred in excess of the grant amount. In the event that final costs related to the specific project are less than the initial grant award, TIB funds will be decreased and/or refunded to TIB in a manner that maintains the original ratio between TIB funds and total project costs.



Washington State Transportation Improvement Board
Fuel Tax Grant Agreement

12.0 INDEPENDENT CAPACITY

The RECIPIENT shall be deemed an independent contractor for all purposes and the employees of the RECIPIENT or any of its contractors, subcontractors, and employees thereof shall not in any manner be deemed employees of TIB.

13.0 INDEMNIFICATION AND HOLD HARMLESS

The PARTIES agree to the following:

Each of the PARTIES, shall protect, defend, indemnify, and save harmless the other PARTY, its officers, officials, employees, and agents, while acting within the scope of their employment as such, from any and all costs, claims, judgment, and/or awards of damages, arising out of, or in any way resulting from, that PARTY's own negligent acts or omissions which may arise in connection with its performance under this Agreement. No PARTY will be required to indemnify, defend, or save harmless the other PARTY if the claim, suit, or action for injuries, death, or damages is caused by the sole negligence of the other PARTY. Where such claims, suits, or actions result from the concurrent negligence of the PARTIES, the indemnity provisions provided herein shall be valid and enforceable only to the extent of a PARTY's own negligence. Each of the PARTIES agrees that its obligations under this subparagraph extend to any claim, demand and/or cause of action brought by, or on behalf of, any of its employees or agents. For this purpose, each of the PARTIES, by mutual negotiation, hereby waives, with respect to the other PARTY only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provision of Title 51 RCW. In any action to enforce the provisions of the Section, the prevailing PARTY shall be entitled to recover its reasonable attorney's fees and costs incurred from the other PARTY. The obligations of this Section shall survive termination of this Agreement.

14.0 DISPUTE RESOLUTION

- a) The PARTIES shall make good faith efforts to quickly and collaboratively resolve any dispute arising under or in connection with this AGREEMENT. The dispute resolution process outlined in this Section applies to disputes arising under or in connection with the terms of this AGREEMENT.
- b) Informal Resolution. The PARTIES shall use their best efforts to resolve disputes promptly and at the lowest organizational level.
- c) In the event that the PARTIES are unable to resolve the dispute, the PARTIES shall submit the matter to non-binding mediation facilitated by a mutually agreed upon mediator. The PARTIES shall share equally in the cost of the mediator.
- d) Each PARTY agrees to compromise to the fullest extent possible in resolving the dispute in order to avoid delays or additional incurred cost to the Project.
- e) The PARTIES agree that they shall have no right to seek relief in a court of law until and unless the Dispute Resolution process has been exhausted.



Washington State Transportation Improvement Board
Fuel Tax Grant Agreement

15.0 ENTIRE AGREEMENT

This Agreement, together with the RECIPIENT'S Grant Application, the provisions of chapter 47.26 Revised Code of Washington, the provisions of title 479 Washington Administrative Code, and TIB Policies, constitutes the entire agreement between the PARTIES and supersedes all previous written or oral agreements between the PARTIES.

16.0 RECORDS MAINTENANCE

The RECIPIENT shall maintain books, records, documents, data and other evidence relating to this Agreement and performance of the services described herein, including but not limited to accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. RECIPIENT shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Agreement shall be subject at all reasonable times to inspection, review or audit by TIB personnel duly authorized by TIB, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

Approved as to Form
Attorney General

By:

Signature on file

Guy Bowman
Assistant Attorney General

Lead Agency

Transportation Improvement Board

Chief Executive Officer

Date

Executive Director

Date

Print Name

Print Name



Transportation Improvement Board

Project Funding Status Form

Agency Name: **WENATCHEE**
 Project Name: **Tacoma Avenue
 Maple Street to McKittrick Street**

TIB Project Number: **8-3-160(030)-1**

Verify the information below and revise if necessary.

Return to: Transportation Improvement Board • PO Box 40901 • Olympia, WA 98504-0901

PROJECT SCHEDULE

Target Dates		
Construction Approval	Contract Bid Award	Contract Completion

PROJECT FUNDING PARTNERS

List additional funding partners and amount.

Funding Partners	Amount	Revised Funding
WENATCHEE	323,767	
WSDOT	0	
Federal Funds	0	
TOTAL LOCAL FUNDS	323,767	

Signatures are required from two different agency officials. Return the originally signed form to the TIB office.

Mayor or Public Works Director

Signature

Date

Printed or Typed Name

Title

Financial Officer

Signature

Date

Printed or Typed Name

Title

2019 Capital Improvement Project Budget

Date: November 30, 2018

Project Name: Tacoma Avenue Project Category: Arterial

Project Description: This project will install curb, gutter, and sidewalk along the west side of Tacoma Avenue. It will also install curb and gutter on the east side of the roadway to collect stormwater and prevent errant on-street parking. In addition, bicycle lanes will be installed in both directions and illumination will be increased to current design standards.

Lead Engineer:	<u>Jake Lewing</u>	Start Year:	<u>2019</u>
Assigned Department:	<u>Engineering</u>	End Year:	<u>2021</u>
Original Project Budget:	<u>\$1,622,073</u>	Project Number:	<u>1907</u>
Budget Amendment:	<u>\$1,622,073</u>	Total City Funding:	<u>\$327,005</u>
		Other Funding:	<u>\$1,295,068</u>

Revenue Notes and/or Requests for Budget Changes:

The city was awarded a grant from the Transportation Improvement Board (TIB) on November 16, 2018.

Project Expenditures by Category	Original Budget	Budget Amendment	Prior Years Spent	ESTIMATES			Project Total
				2019	2020	2021	
Design Engineering	159,300			95,580	63,720		159,300
Right of Way Acquisition	292,000			73,000	219,000		292,000
Construction Contract	1,061,335					1,061,335	1,061,335
Construction Engineering	106,200					106,200	106,200
Miscellaneous							
Art Fund	3,238					3,238	3,238
Total Project Expenditures	1,622,073			168,580	282,720	1,170,773	1,622,073

Project Revenues by Category	Original Budget	Budget Amendment	Prior Years	ESTIMATES			Project Total
				2019	2020	2021	
Fund: #109 - Arterial Streets	327,005			33,716	56,544	236,745	327,005
Fund:							
Fund:							
Fund:							
Fund:							
GRANTS:							
Transportation Improvement Board (TIB)	1,295,068			134,864	226,176	934,028	1,295,068
Total Project Revenues	1,622,073			168,580	282,720	1,170,773	1,622,073

Approved by: Brad Posenjak, Finance Director

Date: _____



2018 Urban Funding Application



for Urban Arterial Program (UAP)

Mail **ONE** signed application and required attachments to the TIB Office postmarked no later than **August 17, 2018**.

The mailing address for the TIB Office: Post Office Box 40901 ❖ Olympia WA 98504-0901

After mailing a hard copy, please email a copy of this workbook to Gloria Bennett at GloriaB@tib.wa.gov

For assistance contact Gloria Bennett, TIB Project Engineer, at (360) 586-1143 or via email at GloriaB@tib.wa.gov

Agency Name	<u>WENATCHEE</u>			Legislative District(s)	<u>12</u>
Arterial Name	<u>Tacoma Avenue</u>			Congressional District(s)	<u>8</u>
Project Limits	<u>Maple Street to McKittrick Street</u>			Find Districts	
Length in Miles	<u>0.23 miles</u>	Average Daily Traffic (ADT)	<u>1,770</u>	Speed Limit	<u>25 MPH</u>
Federal Route	<u>5805</u>	Functional Class	<u>Urban Collector</u>		
Agency Contact	<u>Gary Owen</u>		Phone Number	<u>(509) 888-3204</u>	
Email Address	<u>gowen@wenatcheewa.gov</u>				

PROJECT INFORMATION

Fill out this section before continuing the rest of the application.

Enter Requested Total TIB Funds	<u>\$1,295,068</u>
Project Type	<u>Reconstruction & Widening</u>
Is this project an intersection only?	<u>NO</u>
Is this project construction ready?	<u>NO</u>
Does this project support a specific development site?	<u>NO</u>
Is this a National Highway System (NHS) Route?	<u>NO</u>
Enter number of Segments	<u>1</u>
Enter number of Intersections	<u>2</u>

Enter completed or target dates	Date
Start Design Engineering	<u>Jun 2019</u>
Environmental Documentation Complete & Permits Approved	<u>Dec 2019</u>
Right of Way Acquisition Complete	<u>Aug 2020</u>
PS&E Complete	<u>Nov 2020</u>
Contract Advertisement	<u>Jan 2021</u>
Contract Completion	<u>Oct 2021</u>

PROJECT FUNDING

Are TIB funds distributed proportionally through the project phases? YES Max TIB Ratio **80.0%**

Fill out total costs in F36 to F40. Do not fill in TIB Funds

Enter the Total Project Costs to the nearest dollar in cells F39 to F43

	Phase	Total Cost	TIB Funds	Local Funds
Design Phase	Design Engineering	159,300	127,440	31,860
	Right of Way	292,000	233,600	58,400
Construction Phase	Construction Engineering	106,200	84,960	21,240
	Construction Other			
	Construction Contract	1,061,335	849,068	212,267
TOTAL		1,618,835	1,295,068	323,767
NONELIGIBLE ENGINEERING Engineering exceeding 30% of eligible construction costs is not eligible for TIB reimbursement				0
OTHER NONELIGIBLE COSTS (for example, landscaping greater than 5% of eligible construction contract costs, new utilities)				
TOTAL ELIGIBLE COST				1,618,835
TIB MATCHING RATIO Total TIB Funds/Total Eligible Costs				80.0%

FUNDING PARTNERS

Source	Public or Private	Commitment Letter or Status	Amount
WENATCHEE	Public	Budgeted	323,767
TOTAL			323,767
Local funds are correct			

Are you still seeking other funding for the project? NO

If yes, list other funding being sought: _____

APPLICATION ATTACHMENTS

Required for All Applications

- Excerpt from adopted Six-Year Transportation Improvement Program showing project
- Detailed vicinity map clearly showing project limits
- Detailed project cost estimate signed by a professional engineer registered in Washington State
- Typical roadway section(s) (please send digital copy through email also)
- Funding commitment letters from all funding partners Number Attached 1
- Crash Analysis worksheet [Link to Request Crash Data from WSDOT](#)
- Excerpt from current agency Comprehensive Plan defining agency CBD & Urban Activity Center(s)
- Email excel workbook to GloriaB@tib.wa.gov
- Email WSDOT crash data for project limits to GloriaB@tib.wa.gov

If Applicable Only

- Bridge sufficiency rating report
- Written concurrence from WSDOT if project is on or connects to a state highway
- Adopted Bicycle Plan if project includes bicycle facilities
- ~~Development map showing development site(s)~~
- ~~Excerpt from current agency Comprehensive Plan defining the economic development project~~
- ~~Intersection configuration worksheet~~
- Department of Archaeology & Historic Preservation (DAHP) concurrence letter, if completed

CERTIFICATION

Certification is hereby given that the information provided is accurate and the applicable attachments are complete and included as part of the application package



Agency Official Signature

8/10/18

Date Signed

Gary P. Owen, City Engineer

Printed or Typed Name & Title

PROJECT DESCRIPTION

Identify the community's need for this project

Tacoma Avenue currently has no curb, gutter, or sidewalk. The roadway is approximately 28' wide and has one lane in each direction. Vehicles park haphazardly along the roadway, creating an obstacle for pedestrians who currently must walk along the road's edge. The project location is approximately 1,500 feet away from Lewis and Clark Elementary school, and 850 feet away from Foothills Middle School. Many children walk Tacoma Avenue to get to and from nearby schools. There is also a trailer park with a driveway off of Tacoma Ave which results in relatively high housing density. Illumination is inadequate - there is currently one high-pressure sodium light in the middle of the block. An upgraded roadway would increase the safety and usability of this corridor, connect two updated urban arterials, and create a more seamless bicycle and pedestrian route.

Identify the solution to the need described above

This project will install curb, gutter, and sidewalk along the west side Tacoma Avenue from Maple Street to McKittrick Street, bringing this pedestrian corridor up to ADA standards. It will also install curb and gutter on the east side of the roadway to collect stormwater prevent errant on-street parking. In addition, bicycle lanes will be installed in both directions and illumination will be increased to current design standards. Chelan County PUD has requested to add a water main replacement to this project, so that will be included as well. This project will be filling a gap between two other TIB funded projects, which are Maple Street and McKittrick Street.

Describe the project benefits and impact on the community

In addition to the corridor's proximity to local schools, Tacoma Avenue is identified as a priority project in the Greater Wenatchee Bicycle Master Plan. Adding bike lanes on Tacoma Avenue will connect two existing sections of bike lanes (along the city's existing bike route), and the sidewalks will provide a much safer route for children walking to the nearby schools.

Does this project need a sidewalk deviation? YES

Describe the sidewalk deviation and provide justification

Approximately 75% of the roadway frontage on the east side of Tacoma is composed of mobile home parks without direct access to Tacoma. The city intends to purchase adequate right-of-way for the construction of a future sidewalk, but it has been excluded at this time in order to reduce project cost.

Describe any Construction Other costs

None.

Describe any Noneligible costs

None.

UTILITY CONDITION

Fill in for each utility present or being installed. Fill out the bottom two rows of this table for any others

Type			Planned Improvements (funding, coordination, schedule)
Water	Age (years)	Condition	Chelan County PUD plans to replace the failing water line in this location as part of the city's project. The cost estimate for this work is \$517,000. See attached email for details.
	31 or older	Poor	
	Status	Funded	
	Replace	Yes	
Sewer	Age (years)	Condition	An existing 8" PVC sewer main is present in the Tacoma Street corridor. No improvements of the sewer are planned as part of this project.
	21 to 30	Good	
	Status	Funded	
	None	No	
Power	Age (years)	Condition	The existing overhead power may have to be relocated during construction.
	31 or older	Fair	
	Status	Funded	
	None	Yes	
Storm	Age (years)	Condition	The project will install new storm sewer and catch basins. The system will connect to the new system constructed as part of the TIB-funded McKittrick Phase I project.
	Not Present	Not Present	
	Status	Funded	
	New	No	
	Age (years)	Condition	
	Status	Funded	

ROADWAY GEOMETRICS & FEATURES

Fill out the segment details below and intersection details in rows 175 to 185

Significant difference in cross section or ADT constitute a new segment. Additional segments can be added on the "Additional Segments" tab. If the project is an intersection only, skip this section

Project	SEGMENT ONE		SEGMENT TWO	
	Existing	Proposed	Existing	Proposed
Segment Termini	Maple St to McKittrick St			
Length (in feet)	1,230			
Average Daily Traffic Volume	1,770			
Pavement Width Curb to Curb or Edge to Edge	28 feet	32 feet		
Number of General Purpose Lanes Do not include Transit/HOV or Continuous Lt Turn Lane	2 lanes	2 lanes		
Continuous Left Turn Lane Width	0 feet	0 feet		
Shoulder or Parking Width Enter average width (feet) per side	7 feet	0 feet		
Curb Placement	None	Both Sides		
Bicycle Lane Type	No Bicycle Facilities	Bike Lane		
Bicycle Lane Width	0 feet	5 feet		
Pedestrian Buffer Width between Curb and Sidewalk	0 feet	0 feet		
Sidewalk Placement	None	One Side		
Sidewalk Width ¹	0 feet	5 feet		
Is there a median?	No	No		
Shoulder or Parking Placement	Both Sides	None		
Shoulder or Parking Surfacing	Unsurfaced	None		
Parking Type	Parallel	None		
Percentage of the segment that has on street parking (e.g. parking one side is 50%)	100%	0%		
¹ Sidewalk with curb or physical separation on both sides is required by TIB policy Minimum width is five feet with no obstructions <i>Request deviation on row 96 if the sidewalk does not meet these standards</i>				

Segment Termini	SEGMENT ONE (cont'd)		SEGMENT TWO (cont'd)	
	Maple St to McKittrick St			
	Existing	Proposed	Existing	Proposed
Curb Placement	None	Both Sides		
Storm Drainage	No	Yes		
Segment meets ADA standards	No	Yes		
Is there any street lighting present?	Yes	Yes		
How many fixed objects are present?	27	0		

Additional segments can be entered on tab 3 "Additional Segments". After printing put any additional segments into the application in order.

INTERSECTION GEOMETRICS & FEATURES

Enter the existing and proposed geometrics for each major intersection

Intersection location	INTERSECTION ONE		INTERSECTION TWO	
	Tacoma Ave and Maple St		Tacoma Ave and McKittrick St	
Major Approach Average Daily Volume	8,560		1,500	
Minor Approach Average Daily Traffic Volume	1,770		1,770	
	Existing	Proposed	Existing	Proposed
Intersection control	Stop controlled minor approaches			
Intersection type	3-Leg	3-Leg	3-Leg	3-Leg
Intersection meets ADA standards	No	Yes	Yes	Yes
Is there intersection lighting present?	No	Yes	Yes	Yes
Is there a dedicated left turn lane	No	No	No	No
Is there a dedicated right turn lane	No	No	No	No
Is there protected left turn phasing?	No	No	No	No

Additional intersections can be entered on tab 4 "Additional Intersections". After printing put any additional Intersections into the application in order.

PROJECT DEFICIENCIES

Select Deficiency Type from the scrolling dropdown menu. Describe the existing deficiency within the project limits
Describe the corrective measure(s) that eliminates or mitigates the deficiency.

DEFICIENCY 1 CHANNELIZATION

Describe: Tacoma Avenue's current cross-section includes limited roadway width and no channelization. This results in no distinction between between travel lanes, bicycle lanes, and on-street parking.

Corrective Measure(s) Curbs will be installed and the roadway will be striped to give a clear sense of place to both motorized and non-motorized users.

DEFICIENCY 2 DRAINAGE

Describe: Currently there is no curb, gutter, or storm infrastructure on Tacoma. This results in stormwater running off the road into private property.

Corrective Measure(s) Install curb and gutter along with catch basins and conveyance pipe for the full length of the project. The new system will connect to recently installed infrastructure on McKittrick.

DEFICIENCY 3 ILLUMINATION

Describe: The existing illumination system is sparse and creates a large gap in lighting levels through the corridor. This creates a hazard for motorists and children walking to nearby schools.

Corrective Measure(s) Install new luminaires to meet City of Wenatchee and AASTHO lighting level standards.

DEFICIENCY 4

Describe:

Corrective Measure(s)

DEFICIENCY 5

Describe:

Corrective Measure(s)

DEFICIENCY 6

Describe:

Corrective Measure(s)

DEFICIENCY 7

Describe:

Corrective Measure(s)

MOBILITY

CONGESTION

Project addresses congestion on the system or specific adjacent route.

NETWORK DEVELOPMENT

Select all that apply from the following list

Completes corridor

Enter termini of corridor being completed

*Project must meet **ALL** of the following criteria to qualify as **COMPLETES CORRIDOR***

- ▶ Project is last stage of corridor between logical limits
- ▶ Corridor is a minimum of 2 miles in length
- ▶ The entire corridor meets urban standards

Completes gap between existing improvements

Existing improvements must meet urban standards

Extends existing improvements

Existing improvements must meet urban standards

Project does **not** complete or extend any existing improvements

Project constructs a new road

MODAL ACCESS

Select transit facility access provided by project

No transit access

Select non motorized path access provided by project

None

Select freight facility access provided by project

No Freight Facility Access Improvements

Mark ALL freight-carrying modes accessing the facility

- Airplane Rail Ship Truck

Enter Trucks per Day _____

Project relieves a bottleneck.

CENTRAL BUSINESS DISTRICT/URBAN ACTIVITY CENTER ACCESS

Select CBD/Urban Activity Center Access provided by project

Connects to Urban Activity Center

Briefly describe the CBD/Activity Center access improvement

This project enhances circulation near the North Wenatchee business and commercial activity center and is identified as Project NW14 in the Chelan-Douglas Transportation Council's (CDTC) North Wenatchee Transportation Master Plan.

SIGNAL MANAGEMENT

- Project adds signal interconnect
 Project connects to Traffic Management Center (TMC)

GROWTH & DEVELOPMENT

You do not need to fill out this section, points will only be given in this section if there is a specific planned development activity.

You selected 'NO' under 'supports a specific economic development site' in cell G20

[Redacted]

Choose the description that best describes how this project affects the **comprehensive plan**.

[Redacted]

Choose the description that best describes the status of the **zoning** for the economic development site.

[Redacted]

Choose the description that best describes the status of the infrastructure tied to the economic development site?

Water at development

[Redacted]

Sewer at development

[Redacted]

Power at development

[Redacted]

Percent of permits issued

[Redacted]

Describe the development agreement, if one exists:

[Redacted]

Please provide the following information regarding the ECONOMIC DEVELOPMENT SITE this project supports

Number of dwelling units

[Redacted]

Total development site acreage

[Redacted]

Number of jobs created

[Redacted]

Commercial building square footage

[Redacted]

Development Type

[Redacted]

Choose the description that best describes where the economic **development site is located**.

[Redacted]

Choose the description that best describes the **proximity** of the project to the economic development site.

[Redacted]

PHYSICAL CONDITION

Does the project fix any of the following issues?

Bridges No If yes, briefly describe:

Bridge Sufficiency Rating

Walls No If yes, briefly describe:

Stormwater conveyance Yes If yes, briefly describe: There are currently no storm drain facilities on Tacoma. A complete storm drain collection and conveyance system will be installed as part of this project.

Culverts No If yes, briefly describe:

Slope Stability No If yes, briefly describe:

Select Truck Route Classification from dropdown list: [Link to Freight and Goods Map](#)
 Not a TRUCK ROUTE

AGENCY POLICIES AND ORDINANCES

- Agency has adopted Complete Streets ordinance
Enter Ordinance Number 2016-24 Adoption Date September 8, 2016
- Agency has adopted Greenhouse Gas Emissions Policy
Enter Policy Number 2010-44 Adoption Date June 10, 2010
- Agency has adopted TBD or other locally dedicated transportation funding by ordinance
Enter Ordinance Number 2011-60 Adoption Date December 15, 2011

SUSTAINABILITY

MODAL MEASURES

Select modal measures within the project limits

Number of peak hour buses 0

Adds Queue Jump or Transit Only Lane Enter Location(s) _____

Bicycle Facility

Select option that applies Project COMPLETES GAP in bicycle lane or path

ENVIRONMENTAL MEASURES

Select environmental measures within the project limits

Incorporates low impact drainage or enhanced treatment stormwater controls

Describe the measures below:

No permanent irrigation or use of non-potable water for irrigation

Incorporates Hardscaping or native planting

Describe the measures below:

ENERGY MEASURES

Select energy measures within the project limits

Add Solar-powered Signage

Describe the measures below

RECYCLING MEASURES

In-place pavement recycling or structural retrofit

Describe the measures below

CONSTRUCTION READINESS

Describe where in the process the project is for each component at the time of application

Plans, specs, estimate percent complete	0%
Permits	Not started
Right of way	Not started
Cultural resources	Not Started
Sensitive areas	No sensitive areas
Utilities	Utility work needed and fully funded
Are federal permits required for this project?	No

ACCELERATED CONSTRUCTION METHODS

Road will be closed during construction

Describe below any other accelerated construction methods that will be used.

GROWTH MANAGEMENT INFORMATION

Complete the questions below to address Land Use Implications as directed by Revised Code of Washington (RCW) 47.26.282.

Describe how the project supports or revitalizes existing urban development in the downtown

The North Wenatchee area is vital to the economic development plan for the City of Wenatchee. Tacoma Avenue serves as a north/south connection between Maple Street and McKittrick Street, and reduces further congestion on North Wenatchee Avenue. Improving Tacoma Avenue will result in better multimodal connectivity and will also fill in a gap between existing pedestrian and bicycle facilities in this area.

Describe how the project includes or encourages infill/densification of residential or commercial development consistent with your local comprehensive plan?

The Wenatchee Urban Area Comprehensive plan lists the majority of the land adjacent to Tacoma Avenue as "Residential High." The current land use is primarily composed of single family residences and mobile home parks. Improving connectivity as well as upgrading storm and water utilities will allow for this corridor to support denser land use, which is consistent with the City's Comprehensive Plan.

Describe how the project promotes the use of transit and other multimodal transportation

As noted, the Tacoma corridor is a priority for the region's bicycle network and an important walk route for local schools. Constructing dedicated pedestrian and bicycle facilities as part of this project will encourage more non-motorized activity.

Indicate the project's multimodal transportation components

Mark ALL existing or planned components

Sidewalk Bicycle Lanes HOV Lanes Access to Transit Center or Passenger Terminal

Other - Explain in space below

Transportation Improvement Board (TIB) Growth Management Information

Funding Program	Urban Arterial Program (UAP)
Agency Name	WENATCHEE
Project Name	Tacoma Avenue ~ Maple Street to McKittrick Street
Project Intent	In addition to the corridor's proximity to local schools, Tacoma Avenue is identified as a priority project in the Greater Wenatchee Bicycle Master Plan. Adding bike lanes on Tacoma Avenue will connect two existing sections of bike lanes (along the city's existing bike route), and the sidewalks will provide a much safer route for children walking to the nearby schools.

Describe how the project supports or revitalizes existing urban development in the downtown

The North Wenatchee area is vital to the economic development plan for the City of Wenatchee. Tacoma Avenue serves as a north/south connection between Maple Street and McKittrick Street, and reduces further congestion on North Wenatchee Avenue. Improving Tacoma Avenue will result in better multimodal connectivity and will also fill in a gap between existing pedestrian and bicycle facilities in this area.

Describe how the project promotes the use of transit and other multimodal transportation

As noted, the Tacoma corridor is a priority for the region's bicycle network and an important walk route for local schools. Constructing dedicated pedestrian and bicycle facilities as part of this project will encourage more non-motorized activity.

The project adds the following multimodal components:

- Sidewalk Bicycle Lanes
- Other Multimodal Components:

Hearing Date: 08/09/2018
 Ordinance No. 2018-22

EXHIBIT A

CITY OF WENATCHEE
 SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM
 FROM 2019 TO 2024



ID	Project Title	Project Description	Road Name	Begin	End	Length	Total Cost	2019	2020	2021	2022	2023	2024	Phase	Start	Status	Fund Code	Fed Fund	State Funds	Local Funds
1	SR885/South Wenatchee Pedestrian Crossing Improvements	Install BREV's at Spokane and SR885 and upgrade pedestrian facilities consistent with the Subarea plan.	SR885 Mission St., Chelan Ave.	Spokane v.c.	Chelan v.c.		\$568,000	\$568,000						CN	2016	S	STP/TAP	\$500,000		109 Fund \$68,000
2	Mckittrick St. - Wenatchee Ave. Signal Project #0623	Install Traffic Signal, provide for U-turns, median barrier, east leg frontage connections. Consistent with NW 21 and NW9 of North Wenatchee Transportation Master Plan	Wenatchee Avenue	Mckittrick Street	Wenatchee Avenue	0.16	\$976,179	\$976,179						CN	2019	S	STP (B)	\$770,706		109 Fund \$205,473
3	North Wenatchee Ave. Pedestrian and Median Improvements	Improvements identified in master plan (NW-3, NW-20) including wider sidewalks, streetscape, access consolidation, and median safety	N. Wenatchee Avenue	IMP 3.33	IMP 3.59	0.26	\$168,000	\$168,000						RM	2019	S	STP	\$145,320		109 Fund \$22,680
3	North Wenatchee Ave. Pedestrian and Median Improvements	Improvements identified in master plan (NW-3, NW-20) including wider sidewalks, streetscape, access consolidation, and median safety	N. Wenatchee Avenue	IMP 3.33	IMP 3.59	0.26	\$610,064	\$610,064						CN	2019	S	STP	\$527,706		109 Fund \$82,358
4	US2/Easy Street Roundabout	Remove Existing Signal at US2/Easy Street and construct a round-a-bout with pedestrian and bicycle facilities.	US2/Easy Street				\$5,000,000	\$200,000	\$800,000	\$2,000,000	\$2,000,000			ALL	2019	S			Connecting Washington \$5,000,000	
5	North Wenatchee Area Intersection Improvements	Modify intersections to provide u-turns, consolidate access, enhance capacity, construct raised medians, provide pedestrian and transit improvements.	SR885 North Wenatchee Avenue	Duncan St.	Maiden Ln.	0.77	\$18,050,000	\$150,000	\$200,000	\$200,000	\$500,000	\$500,000	\$16,500,000	ALL	2019	S			Connecting Washington \$18,000,000	109 Fund \$50,000
6	South Wenatchee Sidewalk Program	Construct Sidewalk in the Lincoln School and other eligible areas in accordance with City CDBG Funding Program	Varies	Various	Various	varies	\$400,000	\$200,000	\$200,000					ALL	2020	S	CDBG	\$400,000		\$0
7	Street Preservation Program	Street Preservation Activities including: sealing, grinding, paving, ADA upgrades, etc.	Varies	Various	Various	varies	\$12,600,000	\$2,100,000	\$2,100,000	\$2,100,000	\$2,100,000	\$2,100,000		ALL	2019	S			111,119 Funds, \$1.0M prop tax \$12,600,000	
8	Miscellaneous, Minor, Undefined	Miscellaneous minor/emergent projects including intersections and signals, ADA, sidewalks, and traffic control devices.	Various Streets				\$300,000	\$50,000	\$50,000					ALL	2019	S			109 Fund \$300,000	
9	Storm Drain Improvements	Various projects identified in stormwater comprehensive plan. Upgrades necessary to coincide with street improvement projects.	Varies				\$1,200,000	\$200,000	\$200,000	\$200,000	\$200,000			ALL	2019	S			401 Fund, 410 Fund, \$1,200,000	
10	M&O Pavement Preservation projects	Pavement and traffic control preservation projects and activities including crack sealing and skin patching.	Various City Streets				\$450,000	\$75,000	\$75,000	\$75,000	\$75,000			ALL	2019	S			108 Fund, 111 Fund, \$450,000	
11	M&O Sidewalk Improvements	Sidewalk improvements on various streets to reduce tripping hazards, provide improved accessibility, and fill minor gaps.	Various City Streets				\$300,000	\$50,000	\$50,000	\$50,000	\$50,000			ALL	2019	S			108 Fund \$300,000	
12	M&O Pedestrian Safety Improvements	Construct new and repair damaged sidewalks and/or install other pedestrian facilities including ADA upgrades.	Various City Streets				\$300,000	\$50,000	\$50,000	\$50,000	\$50,000			ALL	2019	S			TBD, other \$300,000	
13	Confluence Parkway NEPA Document	Preparation of project NEPA environmental statement including coordination with state, federal, and tribal governments.	Confluence Parkway	Hawley Street	Euelly/SR2 interchange	1.8	\$3,800,000	\$200,000	\$1,800,000	\$1,800,000				ALL	2019	S	NEPA, \$ BUILD	\$3,600,000	Supp. Transp. Allocation \$200,000	\$300,000
14	9th Street BNSF Crossing Improvements	Construct ADA compliant railroad pedestrian/bike crossing surfaces on both sides of 9th St. through the railroad ROW. Install 4-quadrant gate signal system with ped gates. Upgrade all signs and markings.	9th Street	150' west of Pier			\$1,365,165	\$1,250,000						ALL	2019	S	Rail Section 130	\$1,221,165		109 Fund \$44,000
15	Waterfront Circulation and Streetscape Improvements	Provide waterfront access and gateway improvements 2004 Waterfront Subarea Plus and recent North Wenatchee Avenue Master Plan and Capital Facilities Plan.	Various			varies	\$400,000	\$400,000						ALL	2019	S			LIFF \$400,000	

Hearing Date: 08/09/2018
 Ordinance No. 2018-22

EXHIBIT A

CITY OF WENATCHEE
 SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM
 FROM 2019 TO 2024



ID	Project Title	Project Description	Road Name	Begin	End	Length	Total Cost	2019	2020	2021	2022	2023	2024	Phase	Start	Status	Fund Code	Fed Fund	State Code	State Funds	Local Code	Local Funds
16	Wenatchee Street Pavement Preservation	Beyond the constrained limit of the funded street preservation program. See ID #11	Various arterial and Collector Streets				\$4,200,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	ALL	2019	P					B&O, UH Tax, Prop. Tax	\$10,800,000
17	Spot and corridor safety improvement projects	Various spot and corridor safety improvement projects and studies consistent with high accident locations and the city road safety plan	Varies			varies	\$900,000	\$300,000		\$300,000		\$300,000		ALL	2019	P			HSIP	\$900,000	109 Fund	\$100,000
18	SR 285 Easy Street / Penny Road Northbound Off-Ramp	Modify SR 285 northbound off-ramp to provide new direct connection to Technology Center Drive and Chester Klamm Road	New				\$420,000			\$420,000				ALL	2021	P					Local, Dev. Mlt.	\$420,000
19	Pedestrian and Bicycle Connections	Fill sidewalk system gaps prioritizing school walk routes and other criteria identified as high priority in the master plan. Construct multi-use pathways and connections.	Varies				\$100,000	\$100,000						PE, CN	2019	P			Other - TIB Complete Streets	\$100,000		
20	Miscellaneous bicycle system improvements.	Implement various identified projects from the Greater Wenatchee Bicycle Master Plan	Various				\$60,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	ALL	2019	P					TBD, other	\$60,000
21	Multi-purpose non-motorized pathway on SR285 Wenatchee River Bridge Feasibility	Complete feasibility analysis to determine location, type, and size of facility that can be connected to bridge to replace sidewalk	SR285	MP 4			\$40,000	\$40,000						ALL	2019	P			WSDOT, Peg/Bike	\$40,000		
22	First Street Bikeway	Implement First Street Bikeway plan	First Street	Wenatchee Avenue	Miller Street		\$243,000	\$20,000	\$31,000	\$292,000				ALL	2019	P			Peg/Bike	\$343,000		
23	Pedestrian Corridor along Stevens Street	Construct pedestrian corridor along Stevens Street consistent with South Wenatchee Action Plan	Stevens Street	Mission St.	Miller Street		\$250,000			\$250,000				ALL	2022	P			Complete Streets, Other	\$250,000		
24	Residential Traffic Calming	Construct traffic calming measures in problem areas with participating neighborhoods	Varies				\$60,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	ALL	2019	P					Unknown	\$60,000
25	Illumination upgrades	Improve illumination on various arterials and collectors especially at high pedestrian locations.	Various				\$60,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	ALL	2019	P					PUD, CDBG, 109 Fund, Other	\$60,000
26	Truck Route Improvements	Various improvements on newly established truck routes.	Various City Streets				\$500,000		\$500,000					ALL	2020	P	STP(U)	\$432,500				\$67,500
27	Elliott Street Multi Use Pathway	Construct 300 feet of hard surfaced multi use pathway with illumination and vehicular separation.	Elliott St.	Second St.	Third St.	0.06	\$185,000		\$22,000	\$163,000				ALL	2020	P			Pedestrian & Bicycle Pgm	\$145,000	109 Fund	\$40,000
28	Loop Trail Connector: Confluence State Park to Olds Station road	Construct 1000 feet of multi use pathway along the State Park Entrance road connecting Olds Station Road to the Apple Capital Loop Trail	State Park Rd.			0.2	\$600,000		\$50,000	\$550,000				ALL	2020	P			Pedestrian & Bicycle Pgm	\$500,000	Port, State Parks, 109 Fund	\$100,000
29	Confluence Parkway Phase 1 (Hawley St. South)	Construction of Miller St. underpass, connection to North Wenatchee Avenue, and upgrades to Miller and Hawley Streets	Confluence Parkway	North Wenatchee Avenue	Hawley/BNSF crossing	0.7	\$30,000,000	\$10,000,000	\$10,000,000	\$10,000,000				ALL	2020	P	INFRA, FASTLANE BUILD, OTHER	\$28,000,000				\$2,000,000
30	Confluence Parkway Phase 2 (Hawley St. North)	Construction of new roadway and Wenatchee River Bridge Crossing on new alignment	Confluence Parkway	Hawley/BNSF crossing	Euelitz/SR2 interchange	1.8	\$83,000,000		\$10,000,000	\$10,000,000	\$50,000,000	\$23,000,000		ALL	2021	P	FASTLANE BUILD, OTHER	\$83,000,000				
31	McArthur St/BNSF Grade Separation	Construct Grade Separated crossing consistent with North Wenatchee Transportation Master Plan. Includes roadway reconstruction to the intersection of Wenatchee Avenue and Miller Street.	McArthur St	1000' E of North Wenatchee Avenue	1000' W of Miller St.	0.2	\$26,000,000		\$26,000,000	\$26,000,000				ALL	2022	P	FASTLANE BUILD, OTHER	\$25,500,000			CITY LIBRARY	\$500,000
32	Walla Walla to Hawley St. Connection	Acquire ROW. Construct new roadway on new alignment. Similar to CP-2 in North Wenatchee Transportation Master Plan and Wenatchee Waterfront Sub-area Plan.	Walla Walla Curve	Walla Walla Miller Intersection	Miller Intersection	0.27	\$4,540,000	\$100,000	\$100,000	\$1,910,000	\$2,530,000			ALL	2019	P			TIB	\$2,994,000	arterial, sewer, PUD	\$1,546,000

Hearing Date: 08/09/2018
 Ordinance No. 2018-22

EXHIBIT A

CITY OF WENATCHEE
 SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM
 FROM 2019 TO 2024



ID	Project Title	Project Description	Road Name	Begin	End	Length	Total Cost	2019	2020	2021	2022	2023	2024	Phase	Start	Status	Fund Code	Fed Fund	State Funds	Local Funds
33	Miller Street Realignment and Storm Repairs	Acquire ROW. Construct new roadway on new alignment. Similar to CP-2 in North Wenatchee Transportation Master Plan and Wenatchee Waterfront Sub-area Plan.	Walla Walla	Walla Walla curve	Hayley / Miller Intersection	0.15	\$5,779,800	\$600,000	\$600,000	\$4,579,800				ALL	2018	P				Storm, Water/Sewer, General \$5,779,800
34	Second Street Urban Upgrades	Upgrade street consistent with North Wenatchee Transportation Master Plan including curb, gutter, and sidewalk.	Tromps St	McKittick Street	Wagnie St	0.75	\$2,167,000	\$200,000	\$1,967,000					ALL	2019	P			TIB \$1,668,000	TIF Fund \$299,000
35	Millerdale Improvements	Reconstruct portions of Millerdale. Adds curb, gutter, and sidewalk. Makes safety improvements.	Millerdale Avenue	Miller Street	Gallantry	0.58	\$1,836,000				\$1,836,000			ALL	2022	P			TIB \$1,560,000	TIF Fund \$276,000
36	Red Apple Road Phase 2	Arterial street reconstruction	Red Apple Road	Miller	Skyline	0.53	\$1,000,000				\$1,000,000			ALL	2022	P			TIB \$800,000	TIF Fund \$200,000
37	Springwater urban upgrades	Reconstruct roadway. Construct new storm sewer, sanitary sewer, sidewalks, and illumination.	Springwater	Western Avenue	Woodward	0.25	\$1,200,000		\$1,200,000					ALL	2020	P				Gen Fund \$1,200,000
38	Woodward urban upgrades.	Reconstruct roadway. Construct new storm sewer, sanitary sewer, sidewalks, and illumination. ROW acquisition. Canal bridge?	Woodward	Fifth Street	Springwater	0.5	\$1,500,000		\$1,500,000					ALL	2020	P				Gen Fund \$1,500,000
39	Railroad Grade Crossing Upgrades	Install median barrier or double signal arms to prevent vehicles from driving around signal gates. Mitigation to continue train whistle ban.	Ninth, Miller, Hayley, Orondo				\$100,000				\$100,000			ALL	2022	P			OTHER \$80,000	TIF Fund \$20,000
40	Skyline Drive Widening	Widen roadway to create shared-use shoulder or dedicated pathway for pedestrians and bicycles. Fill ditch section and install closed stormwater collection system. Install barrier and extruded curbs. Replace guardrail, construct walls.	Skyline Drive	Skyline Drive	Number 2 Canyon Road	0.72	\$2,150,000					\$2,150,000		ALL	2024	P			OTHER \$1,720,000	TIF Fund \$430,000
41	North Road Improvements	Reconstruct North Road to improve Secondary Access to the Broadview Subdivision. Project would mainly improve area West of Canal by widening and flattening grade.	North Road	Western Avenue	Broadhurst	0.25	\$800,000				\$800,000			ALL	2022	P				TIF, TIF Fund \$800,000
42	Gunn Road Urban Upgrades	Accept roadway into public system with necessary urban upgrades including pedestrian accommodation, stormwater, and lighting.	Gunn Rd. (Pvt)	Euclid Ave	Mail Property	0.25	\$1,000,000		\$1,000,000					ALL	2022	P		WSDOT \$1,000,000		
43	McKittick Street Improvements	Reconstruct roadway. Construct new storm sewer, sidewalks, and illumination. ROW acquisition.	McKittick St	Pine Ave	Stella	0.18	\$1,190,000			\$1,190,000				ALL	2021	P			TIB \$1,031,000	TIF Fund \$159,000
44	Wenatchee Avenue and Thurston St Signal Improvements	Construct new traffic signal.	Wenatchee Avenue	Thurston Street	Thurston Street	0.1	\$350,000					\$350,000		ALL	2024	P			TIB \$280,000	TIF Fund \$70,000
45	Fifth and Western Intersection Capacity Improvements	Improve turning movements by adding right turn lanes on Western Avenue.	Western Avenue	Fifth Street	Fifth Street	0.1	\$400,000		\$400,000					ALL	2020	P				Gen Fund \$400,000
46	Walnut St. Improvements	Reconstruction project to meet urban standards.	Walnut Street	Pine Ave	Stella	0.13	\$1,500,000				\$1,500,000			ALL	2023	P			TIB \$1,275,000	TIF Fund \$225,000
47	Crawford Ave. Improvements	Construct sidewalk, curb and gutter	Crawford Avenue	Wenatchee Avenue	Mission Street	0.7	\$250,000			\$250,000				ALL	2021	P	STP(U)	\$200,000		TIF Fund \$50,000
48	Traffic Signal Improvements	Upgrade presence existing traffic signals at Miller & Pine Streets, Benton & Wenatchee Avenue, Miller & Millerdale, Mission Lane & Wenatchee Avenue, and Mission & Orondo.	Various				\$913,420		\$913,420	\$822,078				ALL	2020	P	STP(U)	\$790,107		TIF Fund \$133,644
49	Mission Street to Mission Ridge Gateway	Aesthetic improvements in the ROW along Mission Street consistent with South Wenatchee Action Plan	Mission Street	Crawford St.	City Limits		\$500,000		\$500,000					ALL	2020	P	STP(U)	\$450,000		Other \$50,000
50	Complete Streets Improvements	Construct median barrier, bicycle lanes, upgrade sidewalks, lighting, and landscaping	Wenatchee Avenue	Second St.	Fifth Street		\$500,000		\$500,000		\$500,000			ALL	2022	P	STP(U)	\$450,000		Other \$50,000

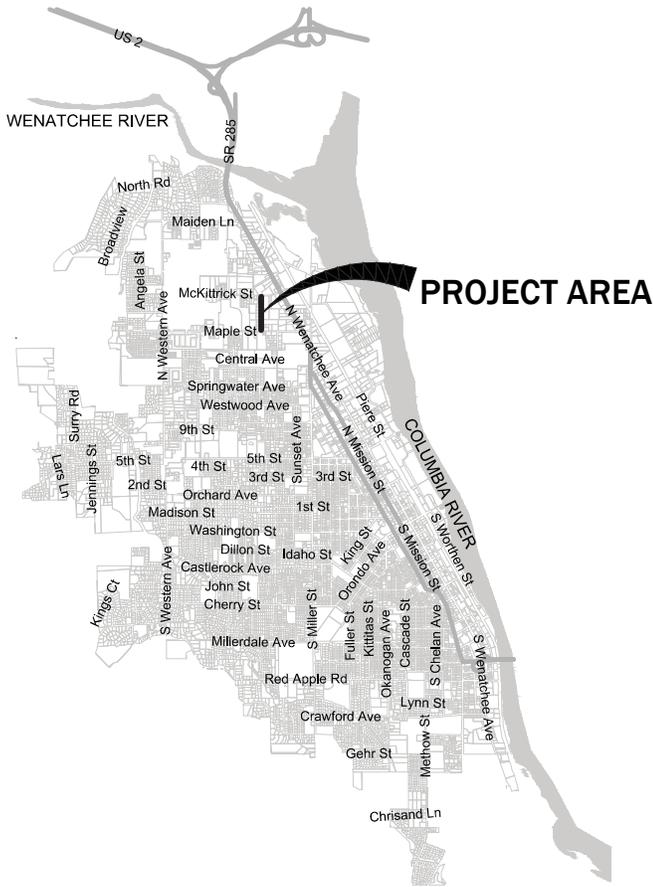
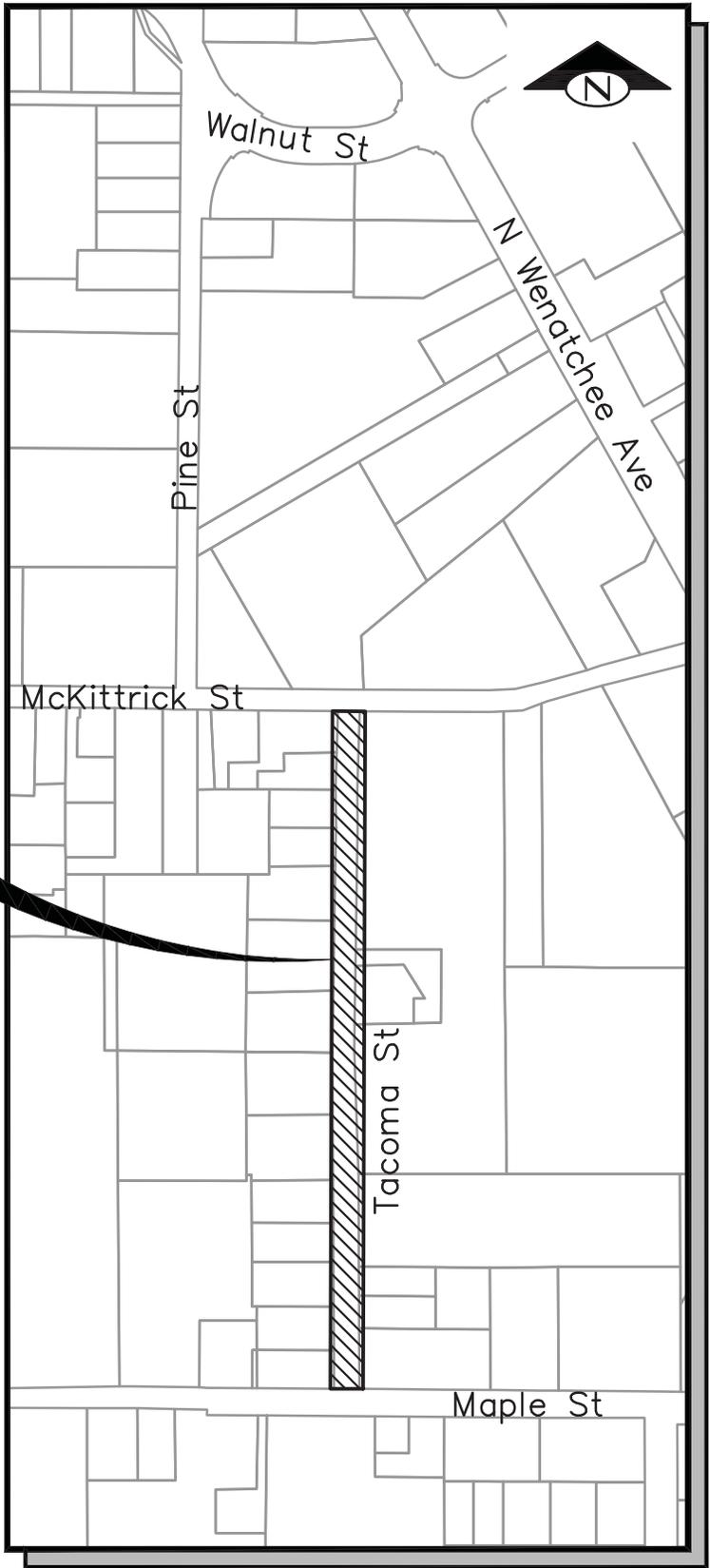
Hearing Date: 08/09/2018
 Ordinance No. 2018-22

EXHIBIT A

CITY OF WENATCHEE
 SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM
 FROM 2019 TO 2024



ID	Project Title	Project Description	Road Name	Begin	End	Length	Total Cost	2019	2020	2021	2022	2023	2024	Phase	Start	Status	Fund Code	Fed Fund	State Code	State Funds	Local Code	Local Funds
51	Castrook to Fifth Street Connector	Extend Castrook Street and connect to 5th via Redhawk Canyon Drive.				0.27	\$2,500,000			\$2,500,000				ALL	2021	P					Gen Fund, Dev. Ext.	\$2,500,000
52	Surry, Broadview, Springfieldwater Circulation	Construct connector roadways consistent with comprehensive plan.				varies	\$2,000,000					\$2,000,000		ALL	2023	P					Dev. Ext.	\$2,000,000
53	Comprehensive Level of Service Study	Study Level of Service and Capacity Issues Citywide for both intersections and arterial corridors.	Various				\$50,000	\$50,000						ALL	2019	P					Gen Fund	\$50,000
54	Crawford and Olanogan Intersection Control	Mini Roundabout and Pedestrian Crossing Improvements	Crawford Avenue			0.1	\$400,000			\$400,000				ALL	2021	P			STP	\$320,000	109 Fund	\$80,000
55	Crawford and Methow Intersection Control	Mini Roundabout, fill sidewalk gaps, and Pedestrian Crossing improvements near Lincoln Elementary	Crawford Avenue			0.1	\$593,500	\$90,100	\$503,400					ALL	2019	P			SRTS	\$495,600	109 Fund	\$97,900
56	Easy Street and Penny Rd. Intersection	Capacity and Pedestrian Intersection Improvements	Easy Street			0.1	\$660,000				\$660,000			ALL	2020	P			STP	\$320,000	109 Fund	\$80,000
57	Railroad Grade Pedestrian Crossing	Install Pedestrian Crossing over railroad tracks near Bridge Street and connect to Pipeline Pedestrian Bridge					\$4,000,000					\$4,000,000		ALL	2023	P	OTHER	\$4,000,000				
58	Relocate BNSF Wenatchee Terminal	Relocate Terminal from South of Orinob Street to Appleyard. Reduces blocking of at-grade crossings in the city.					\$32,000,000				\$32,000,000			ALL	2022	P	OTHER	\$17,000,000	PMSIB	\$7,500,000	Other	\$7,500,000
59	SR285/Wenatchee Gateway Improvements	Landscaping enhancements along SR285 near North and South entrances to city and SR285 at Miller Street intersection	SR285				\$110,000			\$93,500	\$16,500			ALL	2020	P	TAP	\$110,000				



Tacoma Avenue Urban Upgrades VICINITY MAP



ENGINEER'S ESTIMATE

PROJECT: **Tacoma Street Urban Upgrades**

DESIGNED BY: J. Huylar

AS OF DATE: 8/16/2018

SPEC. REFERENCE	ITEM	UNIT	UNIT PRICE	QUANTITY	AMOUNT
DIV 1 GENERAL REQUIREMENTS					
1-04	MINOR CHANGE	EST	\$ 25,000.00	1	\$ 25,000.00
1-05	ROADWAY SURVEYING	LS	\$ 17,000.00	1	\$ 17,000.00
1-07	SPCC PLAN	LS	\$ 500.00	1	\$ 500.00
1-07	UTILITY POTHOLING	EA	\$ 400.00	10	\$ 4,000.00
1-09	MOBILIZATION	LS	\$ 68,000.00	1	\$ 68,000.00
1-10	PROJECT TEMPORARY TRAFFIC CONTROL	LS	\$ 50,000.00	1	\$ 50,000.00
DIV 2 EARTHWORK					
2-01	CLEARING AND GRUBBING	LS	\$ 20,000.00	1	\$ 20,000.00
2-02	REMOVAL OF STRUCTURE AND OBSTRUCTION	LS	\$ 11,000.00	1	\$ 11,000.00
2-02	SAW CUTTING	LF	\$ 2.50	440	\$ 1,100.00
2-03	ROADWAY EXCAVATION INCL. HAUL	CY	\$ 30.00	2,300	\$ 69,000.00
2-09	SHORING OR EXTRA EXCAVATION CLASS B	LS	\$ 8,000.00	1	\$ 8,000.00
DIV 4 BASES					
4-04	CRUSHED SURFACING BASE COURSE	TON	\$ 40.00	2,100	\$ 84,000.00
4-04	CRUSHED SURFACING TOP COURSE	TON	\$ 40.00	600	\$ 24,000.00
DIV 5 SURFACE TREATMENTS AND PAVEMENTS					
5-04	HMA CL. 1/2 IN. PG 64-28	TON	\$ 120.00	1,000	\$ 120,000.00
5-04	ROADWAY RECLAMATION	SY	\$ 15.00	3,830	\$ 57,450.00
DIV 7 DRAINAGE STRUCTURES, STORM SEWERS, SANITARY SEWERS, WATER MAINS, AND CONDUITS					
7-04	SCHEDULE A STORM SEWER PIPE 12 IN. DIAM.	LF	\$ 50.00	160	\$ 8,000.00
7-04	SCHEDULE A STORM SEWER PIPE 18 IN. DIAM.	LF	\$ 60.00	1,200	\$ 72,000.00
7-05	CATCH BASIN TYPE 1	EA	\$ 2,000.00	10	\$ 20,000.00
7-05	CATCH BASIN TYPE 2 48 IN. DIAM.	EA	\$ 4,000.00	5	\$ 20,000.00
7-05	ADJUST MANHOLE	EA	\$ 500.00	4	\$ 2,000.00
DIV 8 MISCELLANEOUS CONSTRUCTION					
8-01	INLET PROTECTION	EA	\$ 75.00	15	\$ 1,125.00
8-01	EROSION/WATER POLLUTION CONTROL	EST	\$ 8,500.00	1	\$ 8,500.00
8-04	CEMENT CONC. TRAFFIC CURB AND GUTTER	LF	\$ 30.00	2,460	\$ 73,800.00
8-06	CEMENT CONC. DRIVEWAY ENTRANCE	SY	\$ 80.00	230	\$ 18,400.00
8-12	CHAIN LINK FENCE TYPE 4	LF	\$ 30.00	300	\$ 9,000.00
8-13	ADJUST MONUMENT CASE AND COVER	EA	\$ 500.00	3	\$ 1,500.00
8-14	CEMENT CONC. SIDEWALK	SY	\$ 65.00	460	\$ 29,900.00
8-14	CEMENT CONC. CURB RAMP TYPE PERPENDICULAR	SY	\$ 160.00	40	\$ 6,400.00
8-18	MAILBOX SUPPORT, TYPE 1	EA	\$ 500.00	5	\$ 2,500.00

SPEC. REFERENCE	ITEM	UNIT	UNIT PRICE	QUANTITY	AMOUNT
8-18	MAILBOX SUPPORT, TYPE 2	EA	\$ 850.00	4	\$ 3,400.00
8-20	ILLUMINATION SYSTEM	LS	\$ 80,000.00	1	\$ 80,000.00
8-21	PERMANENT SIGNING	LS	\$ 6,500.00	1	\$ 6,500.00
8-22	PLASTIC LINE	LF	\$ 3.00	4,920	\$ 14,760.00
8-22	PLASTIC STOP LINE	LF	\$ 15.00	20	\$ 300.00
8-22	PLASTIC CROSSWALK LINE	SF	\$ 15.00	80	\$ 1,200.00
8-22	PLASTIC BICYCLE LANE SYMBOL	EA	\$ 250.00	10	\$ 2,500.00
8-24	BLOCK WALL	SF	\$ 30.00	800	\$ 24,000.00

CONSTRUCTION SUBTOTAL		\$ 964,835.00
Construction Contingency	10.0%	\$ 96,500.00
Sales Tax	8.4%	\$ -

CONSTRUCTION TOTAL \$ 1,061,335.00

CONSTRUCTION ENGINEERING (CE) 10.0% \$ 106,200.00

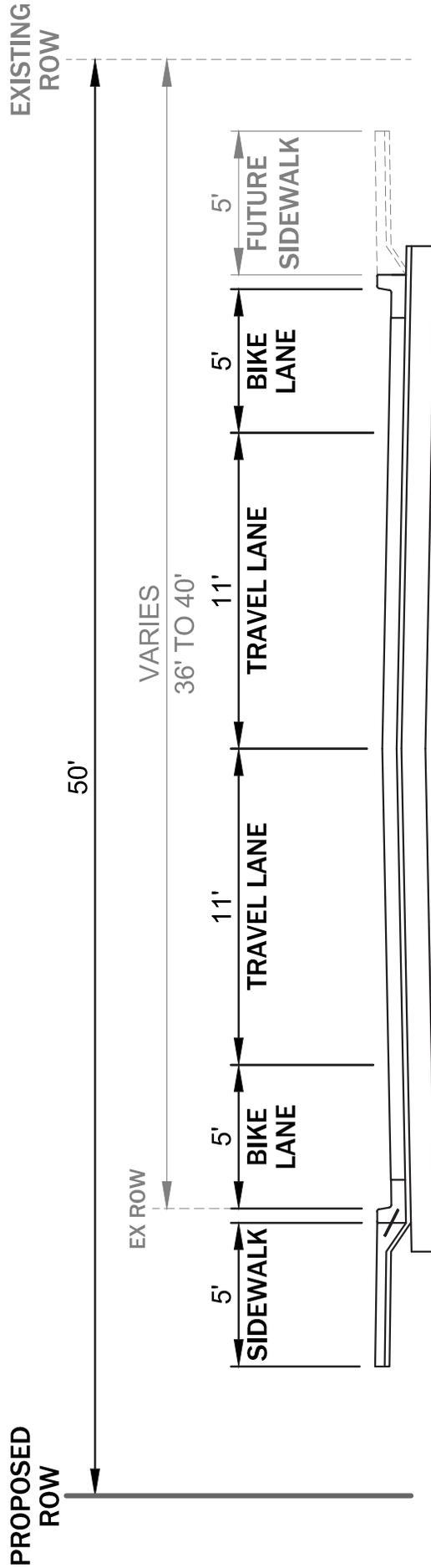
RIGHT OF WAY ENGINEERING \$ 130,000.00
 RIGHT OF WAY ACQUISITION \$ 162,000.00

PRELIMINARY ENGINEERING (PE) 15.0% \$ 159,300.00

PROJECT TOTAL \$ 1,618,835.00



8/16/2018



SEGMENT 1
MAPLE STREET TO MCKITTRICK STREET
(LOOKING NORTH)



**Tacoma Avenue Urban Upgrades
TYPICAL ROADWAY SECTIONS**

Charlotte Mitchell

From: Jennifer Saugen
Sent: Monday, August 07, 2017 3:33 PM
To: Charlotte Mitchell
Subject: FW: Tacoma Street

FYI

From: Gary Owen
Sent: Thursday, June 29, 2017 5:03 PM
To: 'Hill, Courtney' <courtney.hill@chelanpud.org>; Matt Leonard <MLeonard@WenatcheeWa.gov>
Cc: Slabaugh, Ron <Ron.Slabaugh@chelanpud.org>; Jennifer Saugen <JSaugen@WenatcheeWA.Gov>
Subject: RE: Tacoma Street

Thank you Courtney,
The project will require significant right of way acquisition so the soonest I would see it getting to construction would be 2019. 2020 may be more realistic for construction with PE beginning in 2018 in either case.

Gary P. Owen, P.E.
City Engineer
Public Works Department



1350 McKittrick St • Wenatchee, WA 98801
Telephone: (509) 888-3204 • Fax: (509) 888-3201
Email: gowen@wenatcheewa.gov Web: www.wenatcheewa.gov

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From: Hill, Courtney [<mailto:courtney.hill@chelanpud.org>]
Sent: Thursday, June 29, 2017 11:51 AM
To: Gary Owen <GOwen@WenatcheeWA.Gov>; Matt Leonard <MLeonard@WenatcheeWa.gov>
Cc: Slabaugh, Ron <Ron.Slabaugh@chelanpud.org>; Jennifer Saugen <JSaugen@WenatcheeWA.Gov>
Subject: RE: Tacoma Street

Revision 3 attached. Added sales tax and moved crew costs below. Adjusted contingency to ~10%. Please review.

Assuming the City were to receive notification of grant funding in November what would then be the timeline for design and construction?

From: Hill, Courtney
Sent: Thursday, June 29, 2017 11:05 AM
To: 'Gary Owen' <GOwen@WenatcheeWA.Gov>; Matt Leonard <MLeonard@WenatcheeWa.gov>

Cc: Slabaugh, Ron <Ron.Slabaugh@chelanpud.org>; Jennifer Saugen <JSaugen@WenatcheeWA.Gov>

Subject: RE: Tacoma Street

Gary – Thanks for bringing to my attention the abandonment. I added a line item to the attached cost estimate for abandoning the existing main. We typically put the new main in service before abandoning the old and connect over the services one by one so there would be no cost for temporary service. Please let me know if there is anything else we may have overlooked.

Court

From: Gary Owen [<mailto:GOwen@WenatcheeWA.Gov>]

Sent: Thursday, June 29, 2017 10:31 AM

To: Hill, Courtney <courtney.hill@chelanpud.org>; Matt Leonard <MLeonard@WenatcheeWa.gov>

Cc: Slabaugh, Ron <Ron.Slabaugh@chelanpud.org>; Jennifer Saugen <JSaugen@WenatcheeWA.Gov>

Subject: RE: Tacoma Street

Chelan County PUD IT Warning:

Please use caution! This is an external email with links or attachments.

Amazing how fast it all adds up huh? It looks to me like you have a reasonable cost estimate except you should include cost to remove or fill the abandoned line with sand or lean concrete. We do that with our waterline abandonments currently to avoid voids that eventually migrate to the surface. I also did not see a cost for temporary service but maybe you guys have that buried in you other items of work.

Gary P. Owen, P.E.
City Engineer
Public Works Department



1350 McKittrick St • Wenatchee, WA 98801

Telephone: (509) 888-3204 • Fax: (509) 888-3201

Email: gowen@wenatcheewa.gov Web: www.wenatcheewa.gov

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From: Hill, Courtney [<mailto:courtney.hill@chelanpud.org>]

Sent: Thursday, June 29, 2017 9:53 AM

To: Gary Owen <GOwen@WenatcheeWA.Gov>; Matt Leonard <MLeonard@WenatcheeWa.gov>

Cc: Slabaugh, Ron <Ron.Slabaugh@chelanpud.org>; Jennifer Saugen <JSaugen@WenatcheeWA.Gov>

Subject: RE: Tacoma Street

Gary – Thanks for the information. I believe your answers provide enough insight for us to complete a conservative conceptual cost estimate as attached. Here are the assumptions we are making at this point in time:

- Currently sanitary sewer and domestic water are located on the east side of Tacoma Street. Storm water does not exist but the stub is projected to land on the east side as well. This cost assumes abandoning the existing water main and relocating the main to the west side of Tacoma. All but three of the 15 service connections are located on the west side of Tacoma.

- Asphalt restoration is assumed to be a 10' wide replacement (or half on one lane of the 40' wide street) plus any service line patches. Asphalt restoration is assumed to consist of 3" HMA with 9" crushed rock base.
- Costs are total project including water department for connections and general construction.
- The costs are only if we replace the water main and do not take into consideration any work that may be undertaken by the City.

Please let me know if you have any questions.

Courtney Hill, PE | Project Manager

[PUD No. 1 of Chelan County](#)

327 N. Wenatchee Ave, Wenatchee, WA 98801

Office: 509-661-4143, Cell: 509-668-4143

From: Gary Owen [<mailto:GOwen@WenatcheeWA.Gov>]

Sent: Wednesday, June 28, 2017 4:53 PM

To: Hill, Courtney <courtney.hill@chelanpud.org>; Matt Leonard <MLeonard@WenatcheeWa.gov>

Cc: Slabaugh, Ron <Ron.Slabaugh@chelanpud.org>; Jennifer Saugen <JSaugen@WenatcheeWA.Gov>

Subject: RE: Tacoma Street

Chelan County PUD IT Warning:

Please use caution! This is an external email with links or attachments.

Hi Courtney,

This project has not even made our 6 year Transportation Improvement Program so a lot of the questions you have will require research on your part and ours. We plan to dive in and perform a cost and impacts estimate for the project this summer. I can provide you with some preliminary answers to some of your questions and have done so in **Red** below.

Feel free to contact us if you have additional questions,

Gary P. Owen, P.E.

City Engineer

Public Works Department



1350 McKittrick St • Wenatchee, WA 98801

Telephone: (509) 888-3204 • Fax: (509) 888-3201

Email: gowen@wenatcheewa.gov Web: www.wenatcheewa.gov

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From: Hill, Courtney [<mailto:courtney.hill@chelanpud.org>]

Sent: Monday, June 26, 2017 12:47 PM

To: Matt Leonard <MLeonard@WenatcheeWa.gov>; Gary Owen <GOwen@WenatcheeWA.Gov>

Cc: Slabaugh, Ron <Ron.Slabaugh@chelanpud.org>

Subject: RE: Tacoma Street

Matt - Thank you. The maps are very helpful.

Sanitary sewer appears to be 5' east of the centerline of Tacoma Street. Water is also on the east side (approx. 15' east of centerline). Hard to tell precisely from 662 utility card but looks like the storm water stub off of Maple Street is also aimed down the east side of Tacoma maybe at approximately 10' from centerline. Will the City's portion of the project include installation of stormwater on Tacoma? **Likely yes but it would likely drain to McKittrick and not connect to Maple.** Will the sanitary sewer be replaced at the same time? **Not likely however we have not assessed it's condition for potential rehabilitation with this future road improvement.** I am assuming our overhead power would remain as is on the east side of the road.

We are typically in the range of 50 to 60 inches to invert of water main. I need to check inverts of the existing mains on Maple and McKittrick to confirm. Just trying to anticipate what utility conflict/coordination would look like for cost estimating.

Any idea where Frontier or Charter might be located? **No**

If we are replacing the water main we would typically replace a at least a 10' strip and possibly an entire lane depending on conditions. Do you want us to include those costs in our estimate? **If the work were done as part of the road improvement project, I would only budget for trench patching. If you are budgeting for a stand-alone project, then yes.**

It's likely that we may need to do some mapping to put together a preliminary design/cost estimate.

Court

From: Matt Leonard [<mailto:MLeonard@WenatcheeWa.gov>]
Sent: Monday, June 26, 2017 12:10 PM
To: Hill, Courtney <courtney.hill@chelanpud.org>; Gary Owen <GOwen@WenatcheeWA.Gov>
Cc: Slabaugh, Ron <Ron.Slabaugh@chelanpud.org>
Subject: RE: Tacoma Street

Chelan County PUD IT Warning:

Please use caution! This is an external email with links or attachments.

Hello Court – We currently only have sanitary sewer in Tacoma Street. It looks like a stub was installed for storm on Tacoma Street with the Maple Street urbanization project which can be seen in the 662 utility card that is attached. We also have these shown on our online GIS City Map which you can find with the link below. Let me know if you have any questions with any of this data.

<http://www.wenatcheewa.gov/government/public-works/city-maps>

Thanks,

Matt Leonard, P.E.

Public Works Director
City of Wenatchee
P.O. Box 519
Wenatchee, WA 98807-0519
(509) 888-3205

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From: Hill, Courtney [<mailto:courtney.hill@chelanpud.org>]
Sent: Monday, June 26, 2017 11:56 AM
To: Gary Owen <GOwen@WenatcheeWA.Gov>; Matt Leonard <MLEonard@WenatcheeWa.gov>
Cc: Slabaugh, Ron <Ron.Slabaugh@chelanpud.org>
Subject: RE: Tacoma Street

Is there a wastewater main on Tacoma? If so, do you any mapping you can share? Same question with storm water. We may have our surveyor do some mapping but thought I would check on what we have first.

Court

From: Gary Owen [<mailto:GOwen@WenatcheeWA.Gov>]
Sent: Tuesday, June 20, 2017 7:58 AM
To: Matt Leonard <MLEonard@WenatcheeWa.gov>; Hill, Courtney <courtney.hill@chelanpud.org>
Cc: Slabaugh, Ron <Ron.Slabaugh@chelanpud.org>
Subject: RE: Tacoma Street

That should do it at this point. This would be viewed as a partnership by all parties in the grant application to TIB.

Gary P. Owen, P.E.

City Engineer
City of Wenatchee
Public Works Department
1350 McKittrick St., PO Box 519
Wenatchee, WA 98807-0519
(509) 888-3204

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From: Matt Leonard
Sent: Monday, June 19, 2017 8:50 AM
To: Hill, Courtney <courtney.hill@chelanpud.org>
Cc: Slabaugh, Ron <Ron.Slabaugh@chelanpud.org>; Gary Owen <GOwen@WenatcheeWA.Gov>
Subject: RE: Tacoma Street

Thanks Courtney – Yeah I think a cost estimate is all we would really need at this point. Gary – Can you think of anything else that would be beneficial?

Thanks,

Matt Leonard, P.E.

Public Works Director
City of Wenatchee
P.O. Box 519
Wenatchee, WA 98807-0519
(509) 888-3205

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From: Hill, Courtney [<mailto:courtney.hill@chelanpud.org>]
Sent: Friday, June 16, 2017 4:11 PM
To: Matt Leonard <MLeonard@WenatcheeWa.gov>
Cc: Slabaugh, Ron <Ron.Slabaugh@chelanpud.org>; Gary Owen <GOwen@WenatcheeWA.Gov>
Subject: RE: Tacoma Street

Matt – I believe the timeline works for us. We are willing to help on the grant match as you suggest. What all do you need from us to get the application submitted? A cost estimate for the water main replacement?

Court

From: Matt Leonard [<mailto:MLeonard@WenatcheeWa.gov>]
Sent: Friday, June 16, 2017 3:59 PM
To: Hill, Courtney <courtney.hill@chelanpud.org>
Cc: Slabaugh, Ron <Ron.Slabaugh@chelanpud.org>; Gary Owen <GOwen@WenatcheeWA.Gov>
Subject: RE: Tacoma Street

Chelan County PUD IT Warning:

Please use caution! This is an external email with links or attachments.

Hello Courtney – This would be great to partner on this section of Tacoma Street. The majority of our roadway reconstruction projects where we bring our roadways up to urban standards are completed with the help of federal or state grant funding as the City doesn't typically have the funding to undertake those projects. The Transportation Improvement Board currently has a call for projects out and they anticipates having \$75 Million available statewide for their Urban Arterial Program which this section of roadway would be eligible for. This is the same funding source that we received for Maple Street, Pine Street, McKittrick Street, etc. The deadline for this grant application is due on August 18th and we would like to add your watermain work to the scope of this project to show that as match to increase our chances of receiving the grant if you are willing to do that. We typically know if we received funding sometime in November for these grants. Hopefully this timeline would work for you guys and we look forward to working with you on this project.

Thanks,

Matt Leonard, P.E.

Public Works Director
City of Wenatchee
P.O. Box 519
Wenatchee, WA 98807-0519
(509) 888-3205

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From: Hill, Courtney [<mailto:courtney.hill@chelanpud.org>]
Sent: Friday, June 16, 2017 2:35 PM
To: Matt Leonard <MLeonard@WenatcheeWa.gov>
Cc: Slabaugh, Ron <Ron.Slabaugh@chelanpud.org>
Subject: Tacoma Street

Matt – Ron Slabaugh has asked me to manage the project to replace the PUD water main on Tacoma Street between McKittrick and Maple (see attached map). You may be aware that this main has experienced a growing number of leaks over the last year. Ron indicated that there was some informal discussion with the City to make street improvements concurrent with the water main replacement. We believe that makes good sense and wanted to check in with you to see if that discussion has progressed any further at the City in terms of funding for the project. Assuming the City does have an interest and is working on funding we would like to put together a preliminary schedule. Please let us know where the City stands. Thank you.

Courtney Hill, PE | Project Manager

[PUD No. 1 of Chelan County](#)

327 N. Wenatchee Ave, Wenatchee, WA 98801

Office: 509-661-4143, Cell: 509-668-4143

PUD No. 1 of Chelan County					
Tacoma Street Water Main Replacement Conceptual Cost Estimate					
Item	Description	Unit	Quantity	Unit Price	Total Price
1	Mobilization/Demobilization (not to exceed 10% of Total Bid Price)	LS			\$ 32,000.00
2	Trench Excavation Safety Systems	LS			\$ 2,500.00
3	Traffic Control	LS			\$ 24,000.00
4	8" Polyethylene Encased Ductile Iron Water Main	LF	1,280	\$ 75.00	\$ 96,000.00
5	Import Foundation Gravel	Ton	100	\$ 12.00	\$ 1,200.00
6	8" Resilient Seat Gate Valves	EA	3	\$ 2,000.00	\$ 6,000.00
7	Water Main Fittings	LS			\$ 10,000.00
8	Additional Water Main Fittings	LB	500	\$ 5.00	\$ 2,500.00
9	Fire Hydrant Assemblies	EA	3	\$ 8,000.00	\$ 24,000.00
10	Demo Existing Fire Hydrant Assemblies	EA	1	\$ 1,000.00	\$ 1,000.00
11	Roadway Asphalt Restoration	LS			\$ 81,000.00
12	Restore 1" Single Water Service	EA	14	\$ 3,500.00	\$ 49,000.00
13	Restore Trailer Park Water Services	LS			\$ 10,000.00
14	Tie-ins on McKittrick & Maple	LS			\$ 10,000.00
15	Pothole	EA	5	\$ 500.00	\$ 2,500.00
16	Water System Disinfection and Pressure Testing	LS			\$ 2,500.00
17	Abandon Existing Water Main	LS			\$ 5,000.00
18	Landscape Restoration	LS			\$ 4,300.00
19	Record Drawings	LS			\$ 500.00

Construction Contract Sub-Total:	\$ 364,000.00
Sales Tax (8.4%):	\$ 30,576.00
Design Engineering (10%):	\$ 36,400.00
Construction Management (10%):	\$ 36,400.00
Water Crews (labor & material):	\$ 13,400.00
Design & Construction Contingency (~10%):	\$ 36,224.00
Grand Total:	\$ 517,000.00

TIB Urban Crash Analysis Worksheet

for Urban Arterial Program (UAP)

Agency **WENATCHEE**

Project Name Tacoma Avenue - Maple Street to McKittrick Street

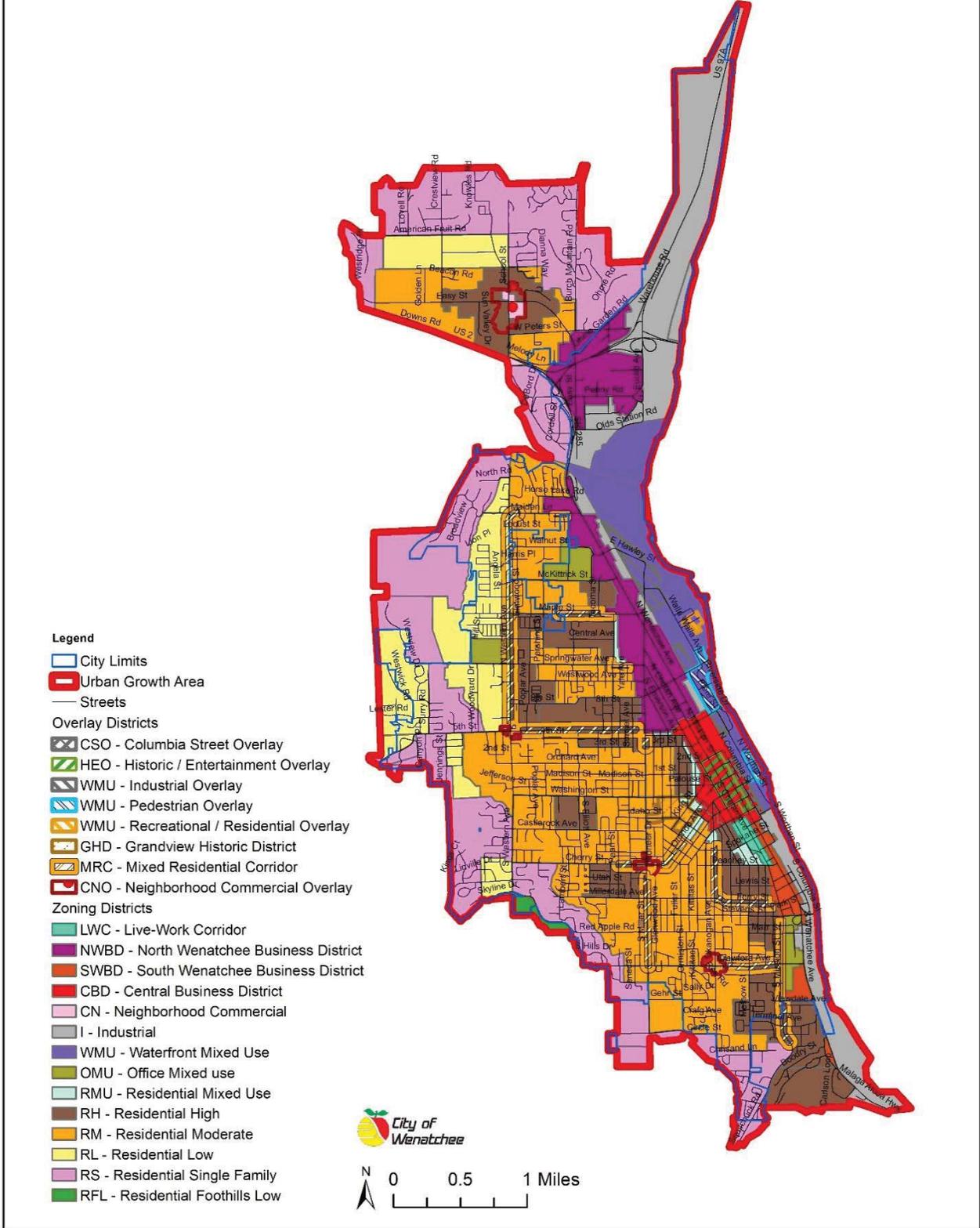
INSTRUCTIONS

- ♦ Fill out the roadway geometrics and features (segments and intersections) information on application first
- ♦ Use crash data from the three most current years
- ♦ Fill out one line per crash
- ♦ Enter the location from the dropdown the appropriate intersection or segment where the crash occurred
- ♦ Specify if it is a Property Damage Only (PDO) crash or the number of Injuries and Fatalities for each crash
- ♦ Enter the number of Vehicles involved
- ♦ Enter the Primary Countermeasure to eliminate or mitigate the crash

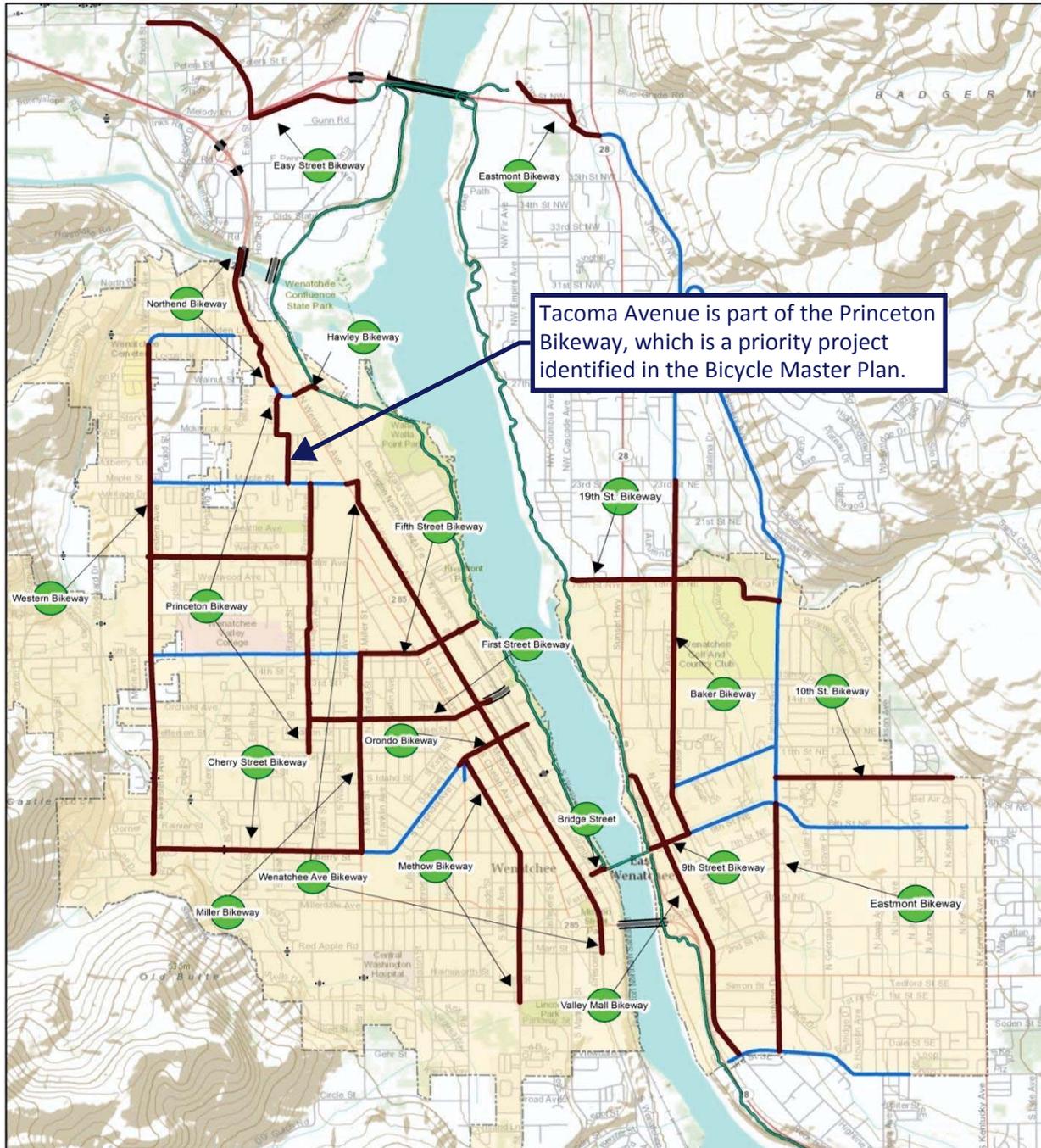
Total Incidences 2

Select Crash Location (Choose from intersections and segments identified in application)	Select Crash Type	Is this a PDO crash?	Enter Number of Injuries	Enter Number of Fatalities	Number of Vehicles involved	Enter Primary Countermeasure
Intersection 1:Tacoma Ave and Maple St	Intersection	yes	0	0	2	Increases sight distance
Intersection 2:Tacoma Ave and McKittrick St	Intersection	yes	0	0	2	Increases sight distance

Wenatchee Urban Area Land Use Map June 2017

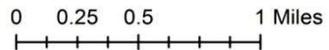


GREATER WENATCHEE BICYCLE MASTER PLAN



Priority Projects

Bikeway names indicate location of projects areas, not individual projects. Bikeways may have one or more projects along it's length. Costs for projects will need to be verified prior to implementation.



Legend

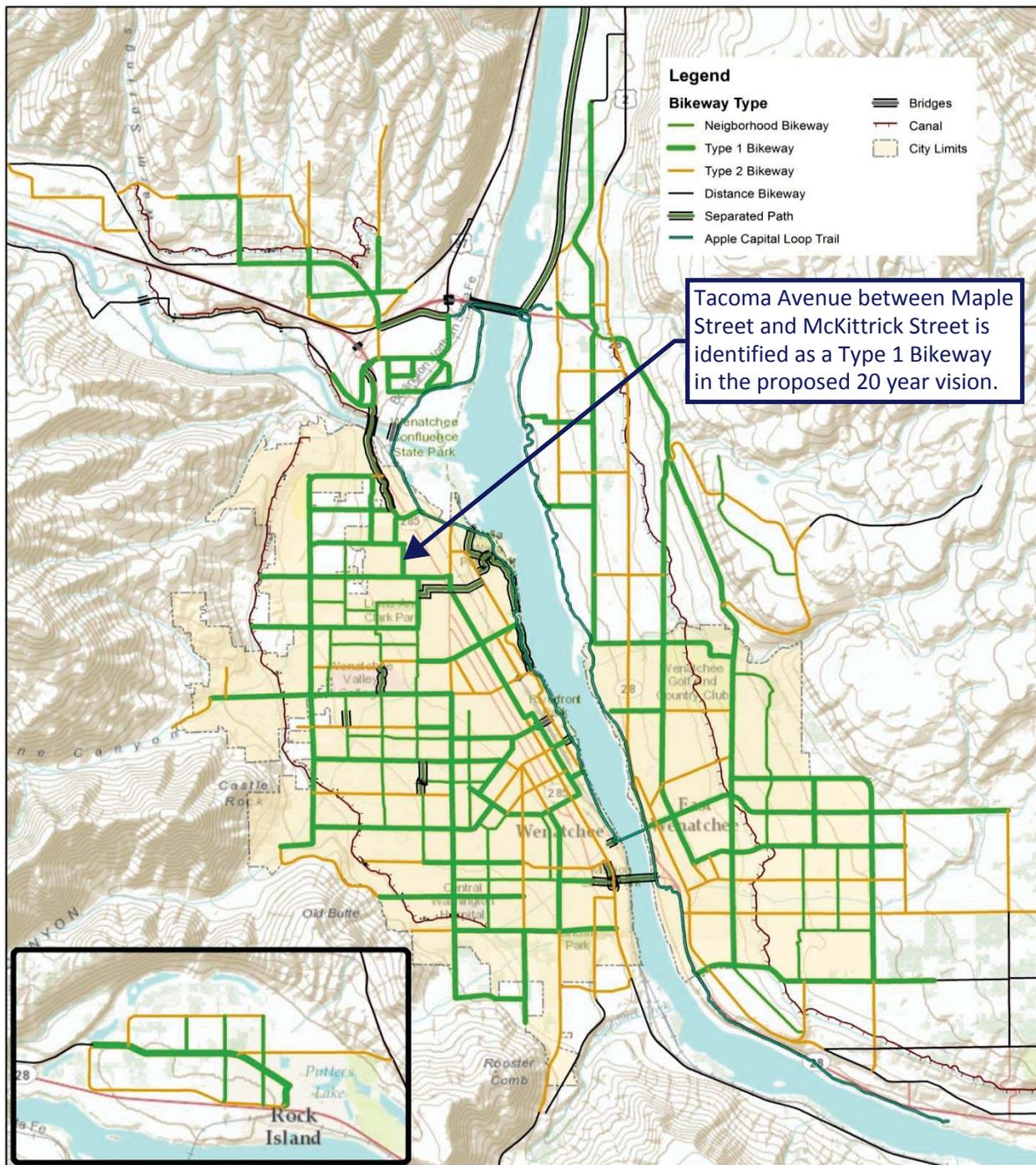
- Priority Projects
- Existing Bike Lane
- Apple Capital Loop Trail
- Bridges
- City Limits

MAP 1-PRIORITY PROJECTS



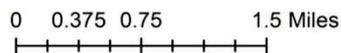
GREATER WENATCHEE BICYCLE MASTER PLAN

MAP 3-PLANNED NETWORK (20 YEAR VISION)



Bicycle Network: 20 Year Vison

This map represents a 20 year vision for development of a connected bicycle network serving all of the 2012 MPO area.



TO: Frank Kuntz, Mayor
City Council

FROM: Aaron Kelly, Public Works Operations Manager

SUBJECT: Interagency agreement with Chelan County PUD for Fueling Vehicles at PUD Fuel pumps.

DATE: December 3, 2018

MEETING DATE: December 6, 2018

I. OVERVIEW

The City currently uses the Chelan County PUD's 5th street location to fuel City vehicles. Since 1994 we have had an agreement with Chelan County PUD for fueling.

This new agreement has three significant changes.

1. A change to fueling times and for the City vehicles to utilize only one side of the fueling island at a time, leaving the other side open for District use.
2. Cost of improvements to the facility to limit the City's risk up to \$25,000 over the term of the agreement.
3. Change of billing schedule May to April to align with City maintenance billings.

The Term of this Agreement shall commence on the Effective Date and run until July 1, 2022. This Agreement may be extended for an additional term of up to five (5) years by the Parties by mutual agreement.

II. ACTION REQUESTED

Staff recommends the Council accept the changes to the agreement and further authorize the Mayor to sign the Interagency Agreement with Chelan County PUD regarding fueling of motor vehicles at PUD fuel pumps

III. FISCAL IMPACT Submitted to the Finance Committee Yes No

The City's risk for cost of improvements to the facility is limit the up to \$25,000 over the term of the agreement.

IV. REFERENCE(S)

1. Previous agreement
2. New agreement

V. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Rob Jammerman, Public Works Director
Brad Posenjak, Finance Director
Rachael Ivie, PW's Business Manager
Ruta Jones, Administrative Assistant

INTERAGENCY AGREEMENT RE FUELING OF MOTOR VEHICLES

BETWEEN

PUBLIC UTILITY DISTRICT NO. 1 OF CHELAN COUNTY

And

CITY OF WENATCHEE

THIS AGREEMENT is made and entered into this _____ day of August 2008, by and between Public Utility District No. 1 of Chelan County ("District") and the City of Wenatchee ("City"), hereinafter collectively referred to as "Parties."

IT IS THE PURPOSE OF THIS AGREEMENT to allow access for the fueling of City vehicles at District facilities.

RECITALS

The City and the District are each authorized to own, operate and maintain motor vehicles in furtherance of their respective public corporate purposes.

The District operates and maintains a fueling facility on 5th Street in the City of Wenatchee.

The District and the City have previously determined that it is mutually beneficial to fuel both District and City motor vehicles at the District's 5th Street fueling facility and have done so by agreement in accordance with Chapter 39.34 RCW since July 1, 1994.

The District and the City have determined that it continues to be mutually beneficial to fuel both District and City motor vehicles at the District's 5th Street fueling facility in accordance with the provisions of Chapter 39.34 RCW, but desire to enter into this new Agreement to update, supersede and replace the provisions of the July 1, 1994 agreement.

NOW, THEREFORE, in consideration of the mutual covenants, benefits and obligations provided herein, and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follow:

1. **Fueling Facilities.**

District shall operate and maintain its 5th Street fueling facilities for the mutual benefit of the District and the City. The District shall allow the City reasonable access at all hours for the purpose of fueling City vehicles.

2. **Chip Key Reader.**

The City currently uses a chip-key reader and chip keys to fuel City vehicles. The City shall be responsible for costs associated with making the City vehicles compatible with the District's fueling system, including without limitation, labor costs associated with setting up City vehicles in the District's fuel system.

3. **Fuel Price.**

The District will charge \$0.10 per gallon over the actual cost of the fuel to the District, including the sales tax imposed by the State for red dyed diesel fuel and all other actual costs. The purpose of the \$0.10 shall be to cover the District's increased administrative and maintenance costs that result from the City's use of the facility. The increased charge per gallon shall be reviewed by the District on an annual basis to determine its adequacy in meeting the increased costs and will be adjusted as appropriate to cover the next year's projected costs. Any increase in charges shall not exceed the increased costs. The City shall compute and be responsible for the payment of all road taxes imposed by State for on-road applications.

4. **Fueling Times.**

The Parties shall work together to provide City reasonable access to fueling facilities and to minimize interference with the normal operations of the City and the District. The Parties acknowledge that both Parties operate and need access to fuel vehicles 24 hours a day, 7 days a week.

5. **Bid for Fuel.**

District bids for fuel shall include estimated quantities of fuel for both the City and the District. City shall provide data necessary for City estimates to District on request. The District shall not be liable to City for additional fuel costs, if any, incurred by City in the event the District's fuel supply is temporarily depleted.

6. **Cost of Improvements and Additions.**

In the event that the District's 5th Street fueling facilities require improvements or additions for the purpose of maintaining the provision of fuel to both the District and the City, the District may request the City help fund the needed additions or improvements. At the termination of this Agreement, any and all additions or improvements shall be and remain the property of the District, unless the Parties agree otherwise in writing.

7. **Billing.**

The District shall prepare and forward to the City an itemized billing showing the amounts of fuel provided to the City, as well as any incidental supplies, including but not limited to motor oil or antifreeze. The City shall pay the District within twenty (20) days of receiving the bill for the prior month.

Compensation under this Agreement shall be in accordance with the provisions of RCW 39.34.130.

8. **Insurance and Indemnification.**

The City shall provide liability insurance coverage for the duration of this Agreement for its officers, agents and employees' activities while they are involved in the performance of this Agreement in an amount of not less than \$1 million (\$1,000,000.00). The District's Risk Manager or designee shall be provided proof of such insurance within thirty (30) days of the execution of this Agreement and the District will be named as an additional insured as respects this Agreement. If the City is self-insured, evidence of \$1 million (\$1,000,000.00) per occurrence coverage for general liability shall be provided to the District's Risk Manager or designee by the administrator of the self-insurance program.

Further, the City shall indemnify, defend and hold harmless the District and any and all of the District's officers, principals, agents and employees from any liability, loss, damage, cost, charge or expense, whether direct or indirect, and whether occasioned by injury or loss to persons or property to which the District or said other indemnities may be put or subject by reason of any act, action, neglect, omission or default under this Agreement or otherwise on the part of the City or any of its officers or employees. Such indemnity obligation shall not apply where such injury or loss is solely caused by the negligence of the indemnitee. With regard to any claim based on the concurrent negligence of the indemnitor, its agent or employee, and the indemnitee, the indemnitor's liability under this paragraph shall apply to the full extent of the negligence of the indemnitor, its agent or employee.

9. **Term and Termination.**

The Term of this Agreement shall be for a period of five (5) years from the effective date above written. This Agreement may be extended an additional five (5) years by the Parties by mutual assent.

The District may terminate this Agreement as follows:

- 1) by providing one (1) year advance written notice.
- 2) immediately, in the event that the District is prohibited or prevented from dispensing fuel at the 5th Street facilities.

The City may terminate this Agreement as follows:

- 1) by providing sixty (60) days advance written notice.

Either Party may terminate this Agreement on thirty (30) days written notice for material breach by the other Party, provided, however, that in the event that the breaching Party cures the breach prior to the expiration of the thirty (30) day notice period this Agreement shall not terminate.

10. **Effective Date.**

This Agreement shall be effective on the day and year first written above.

11. **Authority.**

The Parties hereto each represent that they now possess the lawful authority to enter in this Agreement.

12. **Merger.**

This Agreement constitutes the entire agreement of the Parties regarding the subject matter hereof. This Agreement may only be modified in writing, signed by authorized representatives of the District and the City.

13. **Records.**

The Parties to this Agreement shall each maintain books, records, documents and other evidence which sufficiently and properly reflect all direct and indirect costs expended by either party in the performance of the service(s) described herein. These records shall be subject to inspection, review or audit by personnel of both parties, other personnel duly authorized by either party, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for six years after expiration and the Office of the State Auditor, federal auditors, and any persons duly authorized by the parties shall have full access and the right to examine any of these materials during this period.

Records and other documents, in any medium, furnished by one party to this agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose or make available this material to any third parties without first giving notice to the furnishing party and giving it a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties.

14. **Independence.**

The employees or agents of each Party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

15. **Governing Law.**

This Agreement is entered into pursuant to and under the authority granted by the laws of the State of Washington, including without limitation Chapter 39.34 RCW. The provisions of this Agreement shall be governed by and construed to conform to those laws.

16. **Assignment.**

The benefits and obligations provided under this Agreement, and any claim arising thereunder, is not assignable or delegable by either Party in whole or in part, without the express prior written consent of the other Party.

17. **Waiver.**

A failure by either Party to exercise its rights under this Agreement shall not preclude that Party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the Party and attached to the original Agreement.

18. **Severability.**

If any provision of this Agreement shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.

PUBLIC UTILITY DISTRICT NO. 1
OF CHELAN COUNTY

CITY OF WENATCHEE

By: _____
Richard Riazzi, General Manager

Date: _____

By: _____
_____, _____

Date: _____

INTERAGENCY AGREEMENT RE FUELING OF MOTOR VEHICLES

BETWEEN

PUBLIC UTILITY DISTRICT NO. 1 OF CHELAN COUNTY

And

CITY OF WENATCHEE

THIS AGREEMENT is made and entered into this _____ day of _____ 2018, by and between Public Utility District No. 1 of Chelan County (“District”) and the City of Wenatchee (“City”), hereinafter collectively referred to as “parties.”

IT IS THE PURPOSE OF THIS AGREEMENT to allow access for the fueling of City vehicles at District facilities.

RECITALS

The City and the District are each authorized to own, operate and maintain motor vehicles in furtherance of their respective public corporate purposes.

The District operates and maintains a fueling facility located on Fifth Street in the City of Wenatchee, Washington.

The District and the City have determined that it continues to be mutually beneficial to fuel both District and City motor vehicles at the District’s Fifth Street fueling facility and are authorized in accordance with the provisions of Chapter 39.34 RCW to cooperate in the provision of services and facilities on the basis of mutual benefit.

NOW, THEREFORE, in consideration of the mutual covenants, benefits and obligations provided herein, and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follow:

1. **Fueling Facilities.**

District shall operate and maintain its Fifth Street fueling facility for the mutual benefit of the District and the City. The District shall allow the City reasonable access at all hours for the purpose of fueling of City vehicles.

2. **Chip Key Reader.**

The City will use chip-key readers and chip keys required by the District's fueling system to fuel City vehicles. The City shall be responsible for costs associated with making the City vehicles compatible with the District's fueling system, including without limitation, reimbursement to the District of the District's costs associated with setting up City vehicles in the District's fuel system.

3. **Fuel Price and Taxes.**

The District will charge the City (1) the actual cost of the fuel used by the City including all sales taxes and other applicable taxes; and (2) \$0.10 per gallon over the actual cost of the fuel to the District, including the sales tax imposed by the State for red dyed diesel fuel and all other costs, such as inspections and repairs. The purpose of the \$0.10 per gallon charge is to cover the District's increased administrative and maintenance costs that result from the City's use of the facilities. The charge per gallon shall be reviewed by the District on an annual basis to determine its adequacy in meeting the increased costs and will be adjusted as appropriate to cover the next year's projected costs. The City shall compute and be responsible for the payment of all road taxes imposed by State for on-road applications.

4. **Fueling Times.**

The Parties shall work together to provide City reasonable access to fueling facilities and to minimize interference with the normal operations of the City and the District. The Parties acknowledge that both Parties operate and need access to fuel vehicles 24 hours a day, 7 days a week. However, the parties agree that the District does not warrant that the facilities will be functional at all times and when non-operational, the District will advise City as soon as practicable.

When utilizing the District's Fifth Street facilities during normal business hours (6 am until 5 pm), the City will utilize only one side of the fueling island at a time, leaving the other side open for District use.

5. **Bid for Fuel.**

District bids for fuel shall include estimated quantities of fuel for both the City and the District. City shall provide data necessary for City estimates to District on request. The District shall not be liable to City for additional fuel costs, if any, incurred by City in the event the District's fuel supply is temporarily depleted.

6. **Cost of Improvements and Additions.**

In the event that the District's Fifth Street fueling facilities require improvements or additions for the purpose of maintaining the provision of fuel to both the District and the City, the City will help fund the needed additions or improvements on a pro-rata basis as set forth in Section 7, up to a limit of \$25,000 over the initial term of this Agreement. At the termination of this Agreement, any and all additions or

improvements shall be and remain the property of the District, unless the Parties agree otherwise in writing.

7. **Billing.**

The District shall prepare and forward to the City an itemized billing showing the amounts of fuel provided to the City and the amounts owing as described above. The monthly billing shall include the quantities used for each vehicle and the actual cost of fuel, as described in Section 3. Annually, beginning with the May, 2019 billing, the District shall bill for the \$0.10 per gallon charge and the City's share of any improvements or additions to the system on a pro-rata basis, as detailed in Section 6. The City shall pay the District within twenty (20) days of receiving the bill for the prior month. Compensation under this Agreement shall be in accordance with the provisions of RCW 39.34.130.

8. **Insurance and Indemnification.**

The City shall provide liability insurance coverage for the durations of this Agreement for its officers, agents and employees' activities while they are involved in the performance of this Agreement in an amount of not less than \$1 million (\$1,000,000.00). The District's Risk Managers or designee shall be provided proof of such insurance within thirty (30) days of the execution of this Agreement and the District will be named as an additional insured as respects this Agreement. If the City is self-insured, evidence of \$1 million (\$1,000,000.00) per occurrence coverage for general liability shall be provided to the District's Risk Manager or designee by the administrator of the self-insurance program.

Further, the City shall indemnify, defend and hold harmless the District and any and all of the District's officers, principals, agents and employees from any liability, loss, damage, cost, charge or expense, whether direct or indirect, and whether occasioned by injury or loss to persons or property to which the District or said other indemnities may be put or subject by reason of any act, action, neglect, omission or default under this Agreement or otherwise on the part of City or any of its officers or employees. Such indemnity obligation shall not apply where such injury or loss is solely caused by the negligence of the indemnitee. With regard to any claim based on the concurrent negligence of the indemnitor, its agent or employee, and the indemnitee, the indemnitor's liability under this paragraph shall apply to the full extent of negligence of the indemnitor, its agent or employee.

9. **Term and Termination.**

The Term of this Agreement shall commence on the Effective Date and run until July 1, 2022. This Agreement may be extended for an additional term of up to five (5) years by the Parties by mutual agreement.

The District may terminate this Agreement as follows:

- 1) by providing one (1) year advance written notice.
- 2) immediately, in the event that the District is prohibited or prevented from dispensing fuel at the District's Fifth Street fueling facilities.

The City may terminate this Agreement as follows:

- 1) by providing sixty (60) days advance written notice.

Either Party may terminate this Agreement on thirty (30) days written notice for material breach by the other Party, provided, however, that in the event that the breaching Party cures the breach prior to the expiration of the thirty (30) day notice period this Agreement shall not terminate.

10. **Effective Date.**

This Agreement shall be effective on the day of final execution.

11. **Authority.**

The Parties hereto each represent that they now possess the lawful authority to enter in this Agreement.

12. **Merger.**

This Agreement constitutes the entire agreement of the Parties regarding the subject matter hereof. This Agreement may only be modified in writing, signed by authorized representatives of the District and City.

13. **Records.**

The Parties to this Agreement shall each maintain books, records, documents and other evidence which sufficiently and properly reflect all direct and indirect costs expended by either Party in the performance of the service(s) described herein. These records shall be subject to inspection, review or audit by personnel of both Parties, other personnel duly authorized by either Party, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for six years after expiration and the Office of State Auditor, federal auditors, and any person duly authorized by the Parties shall have full access and the right to examine any of these materials during this period.

Records and other documents, in any medium, furnished by one Party to this agreement to the other Party, will remain the property of the furnishing Party, unless otherwise agreed. The receiving Party will not disclose or make available this material to any third parties without first giving notice to the furnishing Party and giving it a reasonable opportunity to respond. Each Party will utilize reasonable security procedures and protections to assure that records and documents provided by the other Party are not erroneously disclosed to third parties.

14. **Independence.**

The employees or agents of each Party who are engaged in the performance of this Agreement shall continue to be employees or agents of that Party and shall not be considered for any purpose to be employees or agents of the other Party.

15. **Governing Law.**

This Agreement is entered into pursuant to and under the authority granted by the laws of the State of Washington, including without limitation Chapter 39.34 RCW. The provisions of this Agreement shall be governed by and construed to conform to those laws.

16. **Assignment.**

The benefits and obligations provided under this Agreement, and any claim arising thereunder, is not assignable or delegable by either Party in whole or in part, without the express prior written consent of the other Party.

17. **Waiver.**

A failure by either Party to exercise its rights under this Agreement shall not preclude that Party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the Party and attached to this original Agreement.

18. **Severability.**

If any provision of this Agreement shall be held invalid, such invalidity shall not affect the others provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.

PUBLIC UTILITY DISTRICT NO. 1
OF CHELAN COUNTY

CITY OF WENATCHEE

By: _____
Stephen J. Wright, General Manager

By: _____
Frank Kuntz, Mayor

Date: _____

Date: _____

TO: Frank Kuntz, Mayor
City Council

FROM: Aaron Kelly, Public Works Operations Manager

SUBJECT: Project Acceptance for the *Wenatchee Underground Conduit Project SW17-05*

DATE: December 3, 2018

MEETING DATE: December 6, 2018

I. OVERVIEW

Project SW17-05 was awarded to Neppel Electrical for the installation of underground conduit for future fiber optic connections from the City of Wenatchee Police Department to the Convention Center, the Wenatchee Wastewater Treatment Facility and two conduit crossings of Chelan Street to the Federal building.

This project was awarded in August to Neppel Electrical and completed in November 2018. The project was a success, with a few minor changes to restoring the pavement and concrete streets. Ultimately we came in under the budget at \$147,966.00 from a negotiated reduction of \$1,500 where two crosswalks on 1st Street and Wenatchee Ave99 will be restored by the City's Streets Division in the spring.

II. ACTION REQUESTED

Staff recommends the Council accept the work performed by the contractor, Neppel Electrical on the Wenatchee Underground Conduit Project SW17-05 and further authorize the Mayor to sign the Final Contract Voucher Certification on behalf of the City of Wenatchee.

III. FISCAL IMPACT Submitted to the Finance Committee Yes No

Contract amount is \$149,592.00. Total price less reduction to roadway restoration is \$147,966.00.

IV. REFERENCE(S)

1. Project fund summary sheet
2. Final Contract Voucher Certificate
3. Agenda Report – Bid Award

V. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Rob Jammerman, Public Works Director
Brad Posenjak, Finance Director
Rachael Ivie, PW's Business Manager
Ruta Jones, Administrative Assistant



**City of Wenatchee
 Department of Public Works**

**Final Contract
 Voucher Certificate**

Contractor NEPPEL ELECTRICAL & CONTROLS LLC			
Street Address 4703 KELLY PL			
City MOSES LAKE	State WA	Zip 98837	Date 11/26/2018
City Project Number SW-17-05	Federal-Aid Project Number		Highway Number
Job Title ELECTRICAL			
Date Work Physically Completed 10/31/2018		Final Amount \$147,966.00	

Contractor's Certification

I, The undersigned, having first been duly sworn, certify that I am authorized to sign for the claimant; that in connection with the work performed and to the best of my knowledge no loan, gratuity or gift in any form whatsoever has been extended to any employee of the City of Wenatchee nor have I rented or purchased any equipment or materials from any employee of the City of Wenatchee; I further certify that the attached final estimate is a true and correct statement showing all the monies due me from the City of Wenatchee for work performed and materials furnished under this contract; that I have carefully examined said final estimate and understand the same and that I hereby release the City of Wenatchee from any and all claims of whatsoever nature which I may have arising from the performance of said contract, which are not set forth in said estimate.



[Signature]
 Contractor Authorized Signature Required
[Signature]
 Type Signature Name

Subscribed and sworn to before me this 26 day of November 20 18

X Vanessa Hendricks Notary Public in and for the State of Washington,
 residing at 5095 McConico Rd.

City of Wenatchee

City of Wenatchee hereby accepts the completed contract pursuant to Section 1-05.12 of the contract provisions.

X _____
 Mayor/or Designee

 Date of Acceptance

**COUNCIL AGENDA REPORT
 PUBLIC WORKS DEPARTMENT**

TO: Frank Kuntz, Mayor
 City Council

FROM: Aaron Kelly, Public Works Operations Manager

SUBJECT: Wenatchee Underground Conduit Project SW17-05 Bid award

DATE: August 2, 2018

MEETING DATE: August 9, 2018

I. OVERVIEW

The purpose of this project is to provide underground conduit for future fiber optic connections from the City of Wenatchee Police Department to the Convention Center, the Wenatchee Wastewater Treatment Facility and two conduit crossings of Chelan Street to the Federal building.

This project was started in 2017 where we requested bids and received only one bid at \$190,427. We held off on the project and requested new bids earlier this summer with a change in the scope. This scope eliminated pulling fiber in the conduit and it also allows for open trench work versus trenchless. The change in scope allowed for additional contractors to bid on the work. This is a much needed project that will allow us to move forward with dark fiber installation and ultimately provide increase connectivity speeds at the Convention Center, Waste Water Treatment plant and for our future move to the Federal building.

We received the following 3 Bids:

BIDS	1	2	3
SW17-05 Wenatchee Fiber Extension	Trenchless Construction Svcs	Blue Mountain Telecommunication	Neppel Electrical
	Total	Total	Total
TOTALS	\$ 267,531.20	\$ 206,394.30	\$ 149,592.00

II. ACTION REQUESTED

Staff recommends the City Council authorize the mayor to sign the contract with Neppel Electrical for the Wenatchee Underground Conduit project SW17-05 in the amount of \$149,592.00.

III. FISCAL IMPACT Submitted to the Finance Committee Yes No

Contract is in the amount of \$149,592.00. The breakdown is as follows:

SW17-05 Wenatchee Fiber Extension				Neppel Electrical	
Item #	DESCRIPTION	Unit	Quantity	Unit Price	Total
1	MOBILIZATION	L.S.	1	\$ 10,000.00	\$ 10,000.00
2	CONDUIT INSTALLATION	L.S.	1	\$ 85,000.00	\$ 85,000.00
3	ROADWAY RESTORATION	L.S.	1	\$ 15,000.00	\$ 15,000.00
4	CURB GUTTER & SIDEWALK RESTORATION	L.S.	1	\$ 18,000.00	\$ 18,000.00
5	LANDSCAPE RESTORATION	L.S.	1	\$ 10,000.00	\$ 10,000.00
	WA STATE SALES TAX 8.4%				\$ 11,592.00
	TOTALS				\$ 149,592.00

Funds:

Sewer Utility: \$73,461

Convention Center: \$69,815

Federal Building Condo association: \$6,316

**COUNCIL AGENDA REPORT
PUBLIC WORKS DEPARTMENT**

V. Time for Completion:

The contractor will have 25 working days from the notice to proceed date to complete all work.

VI. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Rob Jammerman, Public Works Director
Rachael Ivie, PW's Business Manager
Ruta Jones, Administrative Assistant

CITY OF WENATCHEE

SMALL WORKS ROSTER PROJECT Wenatchee Underground Conduit

PROPOSAL

TO: City of Wenatchee, Attention: Rachael Ivie
 Public Works Department
 1350 McKittrick Street
 Wenatchee, WA. 98801

This Proposal is submitted as an offer by the undersigned, having examined the Contract Documents and considered all conditions to be encountered, to enter into a Contract with the City of Wenatchee (City) to furnish all labor, materials, and equipment, and to perform all work necessary to complete this project, in accordance with the Contract Documents, in consideration of the amounts stated in this Proposal.

PROPOSAL AMOUNTS

The Bidder will provide the following items in accordance with the above specifications, for the prices listed:

Item	Description	Unit	Quant	Unit Price	Total
1	Mobilization	LS	1	\$ 10,000.00	\$ 10,000.00
2	Conduit Installation	LS	1	\$ 85,000.00	\$ 85,000.00
3	Roadway Restoration	LS	1	\$ 15,000.00	\$ 15,000.00
4	Curb Gutter & Sidewalk Restoration	LS	1	\$ 18,000.00	\$ 18,000.00
5	Landscape Restoration	LS	1	\$ 10,000.00	\$ 10,000.00
				Subtotal	\$ 138,000.00
				WA State Sales Tax 8.4%	\$ 11,592.00
				TOTAL BID	\$ 149,592.00

DECLARATION AND UNDERSTANDING

The undersigned, hereinafter called the Bidder, declares that the only persons or parties interested in this Proposal are those named herein, that this Proposal is, in all respects, fair and without fraud, that it is made without collusion with any official of the Owner, and that the Proposal is made without any connection or collusion with any person submitting another Proposal on this Contract.

The Bidder further declares that he has carefully examined the Contract Documents and that this Proposal is made according to the provisions and under the terms of the Contract Documents, which Documents are hereby made a part of this Proposal. The bidder also acknowledges that the City reserves the right to award any, all, or none of the additive alternate items, without penalty.

NON-DISCRIMINATION STATEMENT:

By signing and submitting this Proposal to the City, the Bidder certifies that, it has not discriminated against any minority, women, or emerging small business enterprises in obtaining any subcontracts.

ADDENDA:

By signing and submitting this Proposal to the City, bidder represents that it has examined and carefully studied the Contract Documents, and other data identified in the Contract Documents, and the following Addenda, receipt of which is hereby acknowledged:

<u>ADDENDUM NO.</u>	<u>ADDENDUM DATE</u>
Addendum No. 1	July 17, 2018

SIGNATURE OF BIDDER:

Name of Bidder: Jerry Moncada

Signature of Authorized Agent: Jerry Moncada 7/25/18
(Date)

Title: Owner

Business Address: 1403 Wheeler Rd

Moses Lake, WA 98837

Phone #: 509-766-3990

Contractor State Registration No.: EC NEPEEC995ML

City of Wenatchee Business License No.: 2016314

State Industrial Insurance No. 014, 046 - 01

Employment Security Department No.: 157713000

Current UBI No.: 002-120-171

State Excise Tax Registration No.: 91-2109585

CITY OF WENATCHEE
WENATCHEE, WA 98801

July 17, 2018

ATTENTION: All Bidders and Planholders

City of Wenatchee
Wenatchee Underground Conduit
City Project No. SW 17-05

Addendum No.1

- The date for receiving sealed bids described in the Instructions to Bidders, Call for Bids, and Special Provisions is revised to 3:00 PM on Wednesday, July 25, 2018.
- The first sentence of the second paragraph of Special Provision Section 1-08.4 is deleted and replaced with the following: "Contract time shall begin on the first working day. The first working day shall be August 27, 2018."

Bidders shall furnish the City of Wenatchee with evidence of receipt of this addendum. This addendum will be incorporated in the contract when awarded and when formally executed.

Aaron Kelly
Operations Manager

Planholder Questions Answered

Questions	Answers
Is a bid bond required?	No.
Can we schedule a walk through?	We are not conducting walk through of this project but are happy to answer any questions.
Worthen ST trench and conduit can it be placed in the street versus the sidewalk?	Yes, contractors choice but please note the utilities in the street.

SW17-05 Wenatchee Fiber Extension				Neppel Electrical		New totals
Item #	DESCRIPTION	Unit	Quantity	Unit Price	Total	
1	MOBILIZATION	L.S.	1	\$ 10,000.00	\$ 10,000.00	\$10,000.00
2	CONDUIT INSTALLATION	L.S.	1	\$ 85,000.00	\$ 85,000.00	\$85,000.00
3	ROADWAY RESTORATION	L.S.	1	\$ 15,000.00	\$ 15,000.00	☆ \$13,500.00
4	CURB GUTTER & SIDEWALK RESTORATION	L.S.	1	\$ 18,000.00	\$ 18,000.00	\$18,000.00
5	LANDSCAPE RESTORATION	L.S.	1	\$ 10,000.00	\$ 10,000.00	\$10,000.00
	WA STATE SALES TAX 8.4%				\$ 11,592.00	\$11,466.00
TOTALS					\$ 149,592.00	\$147,966.00

Total Project approval \$149,592.00
 Total spent **\$147,966.00**

Chelan Crossing A	\$17,012.50	condo association
Chelan Crossing B	\$12,812.50	localTel's responsibility
Portion up Yakima	\$6,335.00	City's portion
To the Convention Center	\$54,344.50	Convention center fund
To the WWTP	\$57,461.50	Waste Water Treatment Plant Fund
total	\$147,966.00	

TO: Wenatchee City Council

FROM: Community Development Staff

SUBJECT: Amendments to the comprehensive plan and the city code in Titles 10 Zoning, 11 Subdivisions, and 13 Administration of Development Regulations

DATE: December 3, 2018 HEARING DATE: December 6, 2018

I. OVERVIEW

The Planning Commission held a public hearing on November 27, 2018 on proposed amendments to the Wenatchee Urban Area Comprehensive Plan, the Capital Facilities Plan, and to Titles 10, 11, and 13 of the Wenatchee City Code and has forwarded the following recommendations:

1. A site specific map amendment to the Wenatchee Urban Area Comprehensive Plan and official zoning map of approximately 11.3 acres for three parcels from Industrial (I) to North Wenatchee Business District (NWBD). The involved property is generally located south of Hawley Street and borders the BNSF railway to the east and is further described as parcel numbers 232033733065, 232033733005, and 232033110750. **Planning Commission Recommendation: Approval**
2. Annual amendments to the City of Wenatchee Capital Facilities Plan. **Planning Commission Recommendation: Approval**
3. Draft revisions to the parking space and aisle dimension standards in the Wenatchee City Code Section 10.60.030. **Planning Commission Recommendation: Do not approve at this time, pending the adoption of the amendments to the housing code.**
4. Draft revisions to WCC Title 10.06 .010 Official zoning map, and Sections 11.16.250, 11.32.080(7), 13.03, and 13.09.080 that would delegate final plat approval authority to the mayor in accordance with RCW 58.17.100. **Planning Commission Recommendation: Approval**

The attached staff reports provide additional detail and information regarding each proposed revision.

II. ACTION REQUESTED

Action #1: Accept the planning Commission recommendation and adopt the following Resolutions and Ordinances:

- Resolution 2018-51 adopting amendments to the Capital Facilities Plan;
- Resolution 2018-52 adopting amendments to the Wenatchee Urban Area; Comprehensive Plan map;
- Ordinance No. 2018-45 adopting amendments to Titles 11 and 13.
- Ordinance No. 2018-47 adopting amendments to Title 10 Official Zoning Map.

Action #2: Reject the planning commission recommendation for the proposed amendments to the minimum parking stall width and drive aisle standards in Chapter 10.60.030, WCC and adopt the changes.

The planning commission was very supportive of the draft revisions at their workshop in October. However, at their public hearing on November 27th, the planning commission expressed concern over the average size of vehicles driven in the valley and that the reduced stall and aisle widths would make making even more difficult for larger vehicles. The recommendation of the Planning Commission is to not adopt the revisions at this time and to wait pending the proposed revisions to the city code as part of the housing code update.

The City Economic Development and Community Development Departments have both been working with private sector developers on structured parking garages. The revisions proposed would support the development of these critical infrastructure projects in the City. Without the proposed code revisions, these projects become much more difficult to develop, adding significant cost and increases the amount of land needed to develop the structures. On other projects, several developers have noted that the aisle width standards exceed other jurisdictions as well.

If adopted, the revisions would become the minimum standard for parking stalls and aisles. Development as it occurs could elect not to utilize the absolute minimum standard or proposed wider widths. The proposed revisions would provide increased flexibility in design and functionality of both surface and structured parking.

City staff is recommending that the City Council reject the planning commission recommendation on this matter and approve the revisions through the adoption of proposed Ordinance No. 2018-46.

Draft Motions:

Motion #1: I move to adopt the revisions to the Comprehensive plan map by Resolution No. 2018-52, the revisions to the capital facilities plan by Resolution No. 2018-51, amendments to the Wenatchee City Code Titles 11 and 13 by Ordinance No. 2018-45, and an updated official zoning map by Ordinance No. 2018-47.

Motion #2: I move to reject the planning commission recommendation regarding the revisions to Chapter 10.60.030 and to adopt these revisions as set forth in Ordinance 2018-46.

III. FISCAL IMPACT

No known fiscal impacts can directly be attributed to the proposed Ordinance.

IV. ATTACHMENTS

1. Capital Facilities Plan staff report dated November 20, 2018
2. Comprehensive plan and City Code staff report dated November 19, 2018
3. Resolution No. 2018-51 adopting amendments to the Capital Facilities Plan
4. Resolution No. 2018-52 adopting revisions to the Comprehensive Plan map
5. Ordinance No. 2018-45 adopting amendments to Titles 11 and 13
6. Ordinance No. 2018-46 adopting revisions to WCC 10.60 Parking
7. Ordinance No. 2018-47 adopting amendments to Title 10 Official Zoning Map

STAFF REPORT

TO: City of Wenatchee Planning Commission
FROM: City of Wenatchee Community and Economic Development Staff
DATE: November 20, 2018

I. REQUESTED ACTIONS

Adoption of amendments to the City of Wenatchee Capital Facilities Plan, 2019-2024.

II. ENVIRONMENTAL REVIEW

The City of Wenatchee issued a determination on non-significance on October 5, 2018. Notice of the environmental determination for the City of Wenatchee Capital Facilities Plan was made on October 5, 2018 with comments due by December 4, 2018.

III. PUBLIC PROCESS

- On October 5, 2018 the draft revisions and environmental documents were sent to the Washington State Department of Commerce in compliance with RCW 36.70A.
- On October 5, 2018 the determination of non-significance was issued in compliance with WAC 197-11 and sent to the Washington State Department of Ecology SEPA Register.
- The Notice of Availability of the draft revisions was published in the Wenatchee World on October 5, 2018.
- The amendments and environmental documents have been posted on the City of Wenatchee website during the public comment and environmental review periods.
- On October 17, 2018 the proposed amendments were discussed with the City of Wenatchee Planning Commission at a public workshop.
- On October 5, 2018 the notice of public hearing before the City of Wenatchee Planning Commission was published in the Wenatchee World.
- On November 27, 2018 the City of Wenatchee Planning Commission conducted an advertised public hearing on the proposed amendments.

IV. AGENCY AND PUBLIC COMMENTS:

No public or agency comments were submitted on the proposed revisions.

V. PROJECT ANALYSIS

The Washington State Growth Management Act, RCW 36.70A. establishes that the frequency of amendments for local comprehensive plans is limited to one annual amendment process, with certain exceptions. The updating of a jurisdiction's capital facility plan may occur out of sync with a local comprehensive plan amendment process in order to more closely align with a local jurisdictions annual budget adoption process.

COUNTYWIDE PLANNING POLICIES-

The January 2005 Interlocal Cooperative Agreement between Chelan County and the City of Wenatchee, reiterates the commitment in the 1997 Memorandum of Understanding between the cities in Chelan County and Chelan County for the City of Wenatchee to take the lead in the development of plans and development regulations to the South of the Wenatchee River. The memorandum and interlocal agreement establish in more detail commitments between jurisdictions to implement County Wide Planning Policies.

The following Countywide Planning Policies are applicable to the proposed amendments:

POLICY 6: Policies for joint county and city planning within urban growth areas and policies providing for innovative land use management techniques that may include use of flexible zoning processes (i.e. planned unit developments, transfer of development rights, cluster development density bonus, etc.)

- City and County planning efforts will be coordinated within urban growth areas.

POLICY 8: AN ANALYSIS OF FISCAL IMPACT

- I. Each jurisdiction's Capital Facilities Plan should provide:
 - A. A plan for cooperation between public and private sectors to insure coordination of capital improvements with emphasis on the efficient provision of service at adopted levels concurrent with the demand for such service.
 - B. An inventory of existing capital facilities including locations and capacities of capital facilities.
 - C. An assessment of future needs for such capital facilities including:
 - i. The proposed locations, capacities, and costs of expanded or new facilities
 - ii. At least a six-year plan that will finance such capital facilities within projected funding capacities and clearly identifies sources of public money for such purposes; and
 - iii. A requirement to reassess the land use element if probable funding falls short of meeting existing needs to insure consistency between the land use plan, the capital facilities plan

CITY OF WENATCHEE URBAN AREA COMPREHENSIVE PLAN-

Land Use/Urban Growth Area:

Goal 14-Coordinated Planning. Continue to work cooperatively within the region to address transportation, public services and facilities, and land use.

Policy 4. Ensure the goals and policies of the City's Comprehensive Plan are consistent with Chelan County's County-wide Planning Policies.

Public Facilities and Services:

GOAL 6. Concurrency – Ensure that public facilities and services necessary to support development are adequate without decreasing current service levels below locally established minimum standards.

Policy 1. Reassess the Land Use Element if probable funding falls short of meeting existing needs or any other indication that capital facilities planning is not adequate to meet demand.

GOAL 7. City Facilities – Provide a long term approach to planning and funding facility, building, needs for city departments and services considering necessary maintenance, remodeling, and expansion or construction of facilities which are necessary.

Policy 1: Ongoing funding sources should be dedicated to meet forecasted facility needs including maintenance, remodeling or new or expanded facilities. These funding sources should be available as city services change to meet a growing and diverse population. A formal facility, structures, plan or study should be developed by the city for these purposes.

Policy 2: Engage city departments and the public in forecasting future department needs to serve the community. The size and demographic profile of the city's population, and the city's form and geographic area are changing with significant annexations, reinvestment in neighborhoods and an emphasis on attracting infill and redevelopment opportunities. Planning for these facilities must be proactive to meet the changing dynamics in the community and consider the relationship to the valley as a whole.

Utilities

GOAL 1: Utilities - Ensure that the utilities necessary to support development are adequate at the time they are needed without decreasing service levels below those locally acceptable.

Policy 3: Utility plans shall contain a capital improvement program, including financing options and construction schedules.

Policy 4: Cooperation and coordination shall be pursued to the greatest extent feasible among utility providers and the City in the development and implementation of capital improvement programs and area plans.

THE ANNUAL UPDATE OF THE CITY OF WENATCHEE CAPITAL FACILITIES PLAN, 2019-2024.

The Capital Facilities Plan is the financing plan that ensures that the implementation of the City's Comprehensive Plan will occur. To enable the update, Directors of the departments within the city have updated their 6 year projects lists extending through 2024, with potential funding sources identified in a 6 year financing plan (the first three years are constrained with identified funding sources). Text descriptions of these projects and associated tables with timing and funding sources have been identified. Significant work programs and studies setting priorities associated with facilities, infrastructure or services have been updated and highlighted in the draft changes. Since the time of the issuance of the initial draft for 60 day review of this year's capital facility plan update, final draft revisions have been incorporated to align with 2019 budget process carried out by the City Council.

Following are the changes that have been made during the review period as a result of the City's 2019 budget process:

1. Parks and Recreation: Updated table to change unfunded amounts to funded to match the 2019 budget.
2. Economic Development Partnership projects: Updated North Wenatchee Development to match 2019 budget
3. Local Revitalization Financing: Updated project table to match 2019 budget
4. General Facilities: Updated project table to match 2019 budget:
 - a. City Hall upgrades
 - b. South Yard building cost updated
5. Sewer:
 - a. Added liner project
 - b. Cleanup project for LRF parking project
 - c. Poplar sewer
 - d. Second St sewer
6. Water: Added Skyline Transmission project to match 2019 budget
7. Regional Water: Redundancy study added to 2019 and moved other projects from 2019 to 2020
8. Storm:
 - a. Changed budget for decant remediation
 - b. Adjusted total project cost for Peachy retrofit
9. Arterial Streets:
 - a. Added \$100k for NEPA project
 - b. Changed Miller Re-alignment project to match 2019 budget.
 - c. Updated McK Signal to match 2019 budget and added appropriate Federal Funding to revenues
 - d. Changed Spokane pedestrian project to match 2019 budget
 - e. Changed North Wenatchee Medians project to match 2019 budget
 - f. Added North Wenatchee Avenue predesign
 - g. Added NHS Pavement Management project
 - h. Added Power Transmission Relocation for North Wenatchee Master Plan
 - i. Added Foothills Connection Study

Applicable provisions of the Growth Management Act-

On a yearly basis, the City of Wenatchee has an obligation to make sure that capital facility expenditures listed in the City budget have been identified in the city's capital facility plan. Typically this yearly review to verify consistency and make modifications to the capital facility plan occurs during the same time frame as the development and adoption of the city's budget in the fall. Amendment of the city's capital facility plan to coincide with the city budget can be separate from and in addition to the yearly amendment process of the city comprehensive plan.

The importance of doing yearly updates coinciding with city budget adoptions is highlighted by the requirement that jurisdictions' expenditures on capital facilities must conform with the comprehensive plan. *"36.70A.120 Planning activities and capital budget decisions-Implementation in conformity with comprehensive plan. Each county and city that is required or chooses to plan under RCW 36.70A.040 shall perform its activities and make capital budget decisions in conformity with its comprehensive plan."*

Applicable provisions of the Washington Administrative Code, yearly capital facility plan updates-

The City of Wenatchee Capital Facility Plan provides an inventory of existing facilities, a forecast of future needs and a 6 year financing plan for facilities within that time frame. During the 6 year time frame, significant changes to the inventory, forecasting and analysis within the capital facilities plan are not anticipated; unless a change proposed concurrent with the city budget would create an inconsistency within a component of the comprehensive plan. Updates occur to the capital facility plan on a biennial basis, as identified in WAC 365-196-415(2)(c)(ii), *"The six year plan should be updated at least biennially so financial planning remains sufficiently ahead of the present for concurrency to be evaluated. Such an update of the capital facilities element may be integrated with the county's or city's annual budget process for capital facilities."*

Consistency review-

Draft changes to the Capital Facilities Plan are consistent with the adopted 2019 city budget. The process of amending the plan in concert with the city's budget for 2019 is consistent with the requirements of GMA to ensure that capital budget decisions are in conformity with the city's comprehensive plan. The changes proposed do not warrant a re-evaluation of the land use element of the comprehensive plan nor do they affect or amend level of service or adequacy of service standards. Proposed changes consider city facility and service obligations, available resources and propose amendments to best utilize those fiscal resources.

Staff recommends **approval** of the proposed amendments to the City of Wenatchee Capital Facilities Plan based upon the suggested findings of fact and conclusions of law enclosed at the conclusion of the staff report.

Draft Motion: I move to recommend approval of the amendments to the City of Wenatchee Capital Facilities Plan based on the suggested findings of fact and conclusions of law.

VI. SUGGESTED FINDINGS OF FACT AND CONCLUSIONS OF LAW

Suggested Findings of Fact:

1. The City of Wenatchee has adopted the Wenatchee Urban Area Comprehensive Plan and a series of sub-area comprehensive plans pursuant to the Growth Management Act (GMA), RCW Chapter 36.70A, which cover the Wenatchee Urban Growth Area and all incorporated areas within the City of Wenatchee, that have been found to be consistent with each other and with the adopted GMA plans of the adjoining jurisdictions.
2. The City of Wenatchee Planning Commission is responsible for long range planning matters and providing implementation recommendations to assure compliance with the Growth Management Act for the City of Wenatchee Urban Growth Area in coordination with Chelan County and within the incorporated boundaries of the City of Wenatchee. These measures include updates and amendments to the comprehensive plan; development regulations, environmental regulations, and any other rules, actions or regulations deemed necessary to implement the Growth Management Act.
3. RCW Chapters 36.70 and 36.70A authorize the adoption of amendments to the comprehensive plan, the capital facilities plan and development regulations.
4. The City of Wenatchee Planning Commission held a workshop on October 17, 2018 on the proposed amendments.
5. Copies of the environmental documents were sent to the Department of Ecology SEPA Register for the amendments to Capital Facilities Plan on October 5, 2018.
6. Notice of the public 60 day review and comment period was published in the Wenatchee World on October 5, 2018 for amendments to the Capital Facilities Plan.
7. On October 5, 2018, the City of Wenatchee provided formal notice to the Washington State Department of Commerce of the intent to adopt amendments to the City of Wenatchee Capital Facilities Plan and initiation of the 60 day review and comment periods.
8. On November 27, 2018, the City of Wenatchee Planning Commission conducted an advertised public hearing. The Planning Commission entered into the record the files on this amendment, accepted public testimony, and deliberated the merits of the proposal.
9. The City of Wenatchee Planning Commission has reviewed the entire record including the goals and policies of the comprehensive plan and public testimony as it relates to the proposed amendments to the Wenatchee Urban Area Comprehensive Plan.
10. The City of Wenatchee issued a determination of non-significance (DNS) and adopted by reference the existing Supplemental Environmental Impact Statement for the Wenatchee Urban Area Comprehensive Plan Update 2006, adopted April 4,

2007, Final SEIS under the State Environmental Policy Act Rules (Chapter 197-11 WAC) as applicable to these proposals. Notice of the environmental determination for the City of Wenatchee Capital Facilities Plan was made on October 5, 2018, with comments due by December 4, 2018.

11. The goals and policies from the Wenatchee Urban Area Comprehensive Plan identified under Section V. Project Analysis of this staff report, are hereby incorporated as findings herein. These policies demonstrate consistency with the comprehensive plan and support the proposed amendments to the capital facilities plan.
12. RCW 36.70A.120 establishes that, "Each county and city that is required or chooses to plan under RCW 36.70A.040 shall perform its activities and make capital budget decisions in conformity with it's comprehensive plan."

Suggested Conclusions of Law:

1. The procedural and substantive requirements of the State Environmental Policy Act have been complied with.
2. The procedural requirements of RCW 36.70A have been complied with.
3. The proposed amendments are consistent with the Chelan County Countywide Planning Policies and the City of Wenatchee Urban Area Comprehensive Plan.
4. The proposed amendments are consistent with the requirements of Revised Code of Washington, and the Washington Administrative Code.
5. The proposed amendments have been reviewed and processed in accordance with the requirements of Title 10 Zoning, Title 12 Environmental Protection, and Title 13 Administration of Development Regulations of the City of Wenatchee Code.
6. The process of amending the capital facility plan in concert with the city's budget for 2019 is consistent with the requirements of GMA to ensure that capital budget decisions are in conformity with the city's comprehensive plan.
7. The changes proposed do not warrant a re-evaluation of the land use element of the comprehensive plan nor do they affect or amend level of service or adequacy of service standards.

TO: City of Wenatchee Planning Commission
FROM: City of Wenatchee Community Development Staff
BDATE: November 19, 2018
RE: Staff Report

I. REQUESTED ACTIONS

Adoption of amendments to the Wenatchee Area Urban Comprehensive Plan and the Wenatchee City Code (WCC) attached as Exhibit A. Requested actions include:

- A. A site specific map amendment to the Wenatchee Urban Area Comprehensive Plan and official zoning map of approximately 11.3 acres for three parcels from Industrial (I) to North Wenatchee Business District (NWBD). The involved property is generally located south of Hawley Street and borders the BNSF railway to the east and is further described as parcel numbers 232033733065, 232033733005, and 232033110750.
- B. Draft revisions to the parking space and aisle dimension standards in the Wenatchee City Code Section 10.60.030.
- C. Draft revisions to WCC 11.16.250, 11.32.080(7), 13.03, and 13.09.080 that would delegate final plat approval authority to the mayor in accordance with RCW 58.17.100.

II. ENVIRONMENTAL REVIEW

The City of Wenatchee has determined the proposed amendments to the Wenatchee Area Urban Comprehensive Plan and the Wenatchee City Code (WCC) will not have probable significant adverse impacts on the environment. The City of Wenatchee has issued a determination of non-significance (DNS). Notice of the environmental determination for the proposed amendments to the Wenatchee City Code was made on October 5, 2018.

III. PUBLIC PROCESS

- The Planning Commission conducted workshops on the proposed revisions on October 17, 2018.
- The amendments and environmental documents have been posted on the City of Wenatchee website during the public comment and environmental review periods.
- Notice of the proposed amendments to the Wenatchee City Code was made on October 5, 2018.
- Concurrent with the notices provided for the proposed amendments, copies of the environmental documents were sent to the Department of Ecology SEPA Register; and the City of Wenatchee provided formal notice to the Washington State Department of Commerce of the intent to adopt amendments to the City of Wenatchee Urban Area Comprehensive Plan and City of Wenatchee Zoning Code and initiation of the 60 day review and comment period. Additional notice was

provided to local and regional agencies for the 60 day review and comment period/environmental determinations.

- On November 27, 2018, the City of Wenatchee Planning Commission conducted an advertised public hearing on the proposed amendments.

IV. AGENCY AND PUBLIC COMMENTS:

At the writing of the staff report, no comments were received in response to this proposal.

V. PROJECT ANALYSIS

An analysis, summary and recommendations for the three proposed amendments identified as A-C are provided below. Please refer to Exhibit A for the complete text of each proposed amendment. Suggested findings of fact and conclusions of law are included at the end of the staff report applicable to the proposals.

A. Amendments to comprehensive plan and official zoning map of approximately 11.3 acres from Industrial (I) to North Wenatchee Business District (NWBD).

Both the North Wenatchee Area Master Plan and the Comprehensive Plan envision the redevelopment of the properties east of Wenatchee Avenue between Hawley Street and Maple from industrial to commercial. Central to the re-development of this area is the change from an industrial land use designation to commercial. This is supported in the Economic Development Element on pages 90 and 91 of the comprehensive plan which states:

Redevelopment planning within the area of commercial and industrial uses near McKittrick Street are designed to mitigate the existing north-south auto corridor development pattern. This plan identifies a new vision of coordinated retail, office, residential, and light industrial land uses.

Together these uses establish a complete neighborhood and new east-west gateway connection to the Waterfront.

This proposed amendment to the plan designation and the zoning map is an implementation component of this vision. The City invested significant effort in the North Wenatchee Master Plan, in working with property owners, the Planning Commission, and the City Council.

The existing industrial properties may continue to operate and would be subject to the standards in the Wenatchee City Code. The North Wenatchee Business District, while primarily focused on commercial uses does authorize light industrial uses as a conditional use. The City owns the majority of the property involved in this amendments and plans to market these properties for new commercial uses consistent with the comprehensive plan.

Staff recommends **Approval** of the proposed amendments to the comprehensive plan map and official zoning map based upon the suggested findings of fact and conclusions of law enclosed at the conclusion of the staff report.

B. Amendments to WCC Chapter 10.60.030 - Draft revisions to the parking space and aisle dimension standards.

The City has received several comments from the development community, those both based locally and from outside the area, that the parking aisle dimensions are not consistent with other jurisdictions. City staff researched other jurisdictions, professional design documents, as well as consulted with the city's development review engineer. Based on this research, it is evident that the city's standard aisle width for 90 degree parking areas with two way traffic exceeds many other jurisdictions and can or should be adjusted. The proposal would reduce the standard parking stall width from 9 feet to 8 feet 6 inches and the parking aisle width from 25 to 24 feet for lots designed with 90 degree parking angles.

Goal 5: Parking of the Transportation Element states: Establish parking to be highly utilized, efficient, and safe, while promoting community appearance and alternative modes of transportation.

The proposed revisions to the minimum parking standards are intended to meet the intent of the comprehensive plan goal to promote more efficient parking areas. The comprehensive plan addresses the amount of parking lots in the city and encourages the more efficient use of land. The reduction in the standards will result in less paving which would have a benefit to the community in less paved areas and a reduction in areas dedicated to stormwater management.

Staff recommends **Approval** of the proposed amendments to WCC 10.60.030 based upon the suggested findings of fact and conclusions of law enclosed at the conclusion of the staff report.

C. Draft revisions to WCC 11.16.250, 11.32.080(7), 13.03, and 13.09.080 that would delegate final plat approval authority to the mayor in accordance with RCW 58.17.100.

In 2017, The Washington State Legislature adopted Senate Bill 5674 which amended RCW 58.17.100, regarding the review of preliminary plats and assigning the final plat approval. This change allows the legislative authority of the city to designate or delegate final plat approval authority to a planning commission or agency or other administrative personnel.

The proposed revisions would delegate final plat approval authority to the mayor. This could significantly improve the final review and approval time for plats. Currently, plat must go before the City Council before the mayor can sign the document. The change would designate the mayor to sign the final plat once it is complete and city departments have certified that the conditions of approval have been met.

Staff recommends **Approval** of the draft revisions to WCC 11.16.250, 11.32.080(7), 13.03, and 13.09.080 that would delegate final plat approval authority to the mayor in accordance with RCW 58.17.100, based upon the suggested findings of fact and conclusions of law enclosed at the conclusion of the staff report.

SUGGESTED FINDINGS OF FACT AND CONCLUSIONS OF LAW

Suggested Findings of Fact:

1. The City of Wenatchee has adopted the Wenatchee Urban Area Comprehensive Plan and a series of sub-area comprehensive plans pursuant to the Growth Management Act (GMA), RCW Chapter 36.70A, which cover the Wenatchee Urban Growth Area and all incorporated areas within the City of Wenatchee, that have been found to be consistent with each other and with the adopted GMA plans of the adjoining jurisdictions.
2. The City of Wenatchee Planning Commission is responsible for long range planning matters and providing implementation recommendations to assure compliance with the Growth Management Act for the City of Wenatchee Urban Growth Area in coordination with Chelan County and within the incorporated boundaries of the City of Wenatchee. These measures include updates and amendments to the comprehensive plan; development regulations, environmental regulations, and any other rules, actions or regulations deemed necessary to implement the Growth Management Act.
3. RCW Chapters 36.70 and 36.70A authorize the adoption of development regulations.
4. The Planning Commission conducted workshops on the proposed revisions in October of 2018.

5. The City of Wenatchee issued a determination of nonsignificance on October 5, 2018 and provided copies of the environmental documents to the Department of Ecology SEPA Register for the amendments on October 5, 2018.
6. Notice of the public 60 day review and comment period, and public hearing dates were published in the Wenatchee World on February 7, 2018.
7. On October 5, 2018, the City of Wenatchee provided formal notice to the Washington State Department of Commerce of the intent to adopt amendments to the Wenatchee City Code with a request for expedited review per RCW 36.70A.106. Additional notices were provided to local and regional agencies for the 60 day review and comment periods/environmental determinations.
8. On November 27, 2018, the City of Wenatchee Planning Commission conducted an advertised public hearing. The Planning Commission entered into the record the files on this amendment, accepted public testimony, and deliberated the merits of the proposal.
9. The City of Wenatchee Planning Commission has reviewed the entire record and public testimony as it relates to the proposed amendments to the Wenatchee City Code.
10. The North Wenatchee Business District serves as a gateway to the city. The Comprehensive Plan envisions the conversion of industrial land uses to commercial in the vicinity of McKittrick Street east of Wenatchee Avenue.
11. The comprehensive plan and official zoning map amendment is consistent with the North Wenatchee Master Plan and the Wenatchee Urban Area Comprehensive Plan.
12. Goal 5: Parking of the Transportation Element states: Establish parking to be highly utilized, efficient, and safe, while promoting community appearance and alternative modes of transportation.
13. Amendments to WCC 10.60.030 implements to intent of Goal 5 of the Transportation Element to provide for more efficient use of land for parking facilities.
14. In 2017, the Washington State Legislature adopted Senate Bill 5674 which amended RCW 58.17.100 authorizing cities to designate an individual other than the City Council to approve final plats.

Suggested Conclusions of Law:

1. The procedural and substantive requirements of the State Environmental Policy Act have been complied with.
2. The procedural requirements of RCW 36.70A have been complied with.
3. The proposed amendments are consistent with the Chelan County Countywide Planning Policies and the City of Wenatchee Urban Area Comprehensive Plan.
4. The proposed amendments are consistent with the requirements of Revised Code of Washington, and the Washington Administrative Code.
5. The proposed amendments have been reviewed and processed in accordance with the requirements of Title 10 Zoning, Title 12 Environmental Protection, and Title 13 Administration of Development Regulations of the City of Wenatchee Code.

RESOLUTION NO. 2018-51

A RESOLUTION, amending the Wenatchee Capital Facilities Plan.

WHEREAS, the City Council enters the following Findings of Fact:

1. The City of Wenatchee has adopted the Wenatchee Urban Area Comprehensive Plan and a series of sub-area comprehensive plans pursuant to the Growth Management Act (GMA), RCW Chapter 36.70A, which cover the Wenatchee Urban Growth Area and all incorporated areas within the City of Wenatchee, that have been found to be consistent with each other and with the adopted GMA plans of the adjoining jurisdictions.
2. The City of Wenatchee Planning Commission is responsible for long range planning matters and providing implementation recommendations to assure compliance with the Growth Management Act for the City of Wenatchee Urban Growth Area in coordination with Chelan County and within the incorporated boundaries of the City of Wenatchee. These measures include updates and amendments to the comprehensive plan; development regulations, environmental regulations, and any other rules, actions or regulations deemed necessary to implement the Growth Management Act.
3. RCW Chapters 36.70 and 36.70A authorize the adoption of amendments to the comprehensive plan, the capital facilities plan and development regulations.
4. The City of Wenatchee Planning Commission held a workshop on October 17, 2018 on the proposed amendments.
5. Copies of the environmental documents were sent to the Department of Ecology SEPA Register for the amendments to Capital Facilities Plan on October 5, 2018.
6. Notice of the public 60 day review and comment period was published in the Wenatchee World on October 5, 2018 for amendments to the Capital Facilities Plan.
7. On October 5, 2018, the City of Wenatchee provided formal notice to the Washington State Department of Commerce of the intent to

adopt amendments to the City of Wenatchee Capital Facilities Plan and initiation of the 60 day review and comment periods.

8. On November 27, 2018, the City of Wenatchee Planning Commission conducted an advertised public hearing. The Planning Commission entered into the record the files on this amendment, accepted public testimony, and deliberated the merits of the proposal.
9. The City of Wenatchee Planning Commission has reviewed the entire record including the goals and policies of the comprehensive plan and public testimony as it relates to the proposed amendments to the Wenatchee Urban Area Comprehensive Plan.
10. The City of Wenatchee issued a determination of non-significance (DNS) and adopted by reference the existing Supplemental Environmental Impact Statement for the Wenatchee Urban Area Comprehensive Plan Update 2006, adopted April 4, 2007, Final SEIS under the State Environmental Policy Act Rules (Chapter 197-11 WAC) as applicable to these proposals. Notice of the environmental determination for the City of Wenatchee Capital Facilities Plan was made on October 5, 2018, with comments due by December 4, 2018.
11. The goals and policies from the Wenatchee Urban Area Comprehensive Plan identified under Section V. Project Analysis of this staff report, are hereby incorporated as findings herein. These policies demonstrate consistency with the comprehensive plan and support the proposed amendments to the capital facilities plan.
12. RCW 36.70A.120 establishes that, “Each county and city that is required or chooses to plan under RCW 36.70A.040 shall perform its activities and make capital budget decisions in conformity with it’s comprehensive plan.”

WHEREAS, the City Council makes the following conclusions of law:

1. The procedural and substantive requirements of the State Environmental Policy Act have been complied with.
2. The procedural requirements of RCW 36.70A have been complied with.

3. The proposed amendments are consistent with the Chelan County Countywide Planning Policies and the City of Wenatchee Urban Area Comprehensive Plan.
4. The proposed amendments are consistent with the requirements of Revised Code of Washington, and the Washington Administrative Code.
5. The proposed amendments have been reviewed and processed in accordance with the requirements of Title 10 Zoning, Title 12 Environmental Protection, and Title 13 Administration of Development Regulations of the City of Wenatchee Code.
6. The process of amending the capital facility plan in concert with the city's budget for 2019 is consistent with the requirements of GMA to ensure that capital budget decisions are in conformity with the city's comprehensive plan.
7. The changes proposed do not warrant a re-evaluation of the land use element of the comprehensive plan nor do they affect or amend level of service or adequacy of service standards.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE that the amended and restated 2018-2023 Capital Facilities Plan attached hereto as Exhibit "A" shall be and hereby is adopted by this reference.

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately.

PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE at a regular meeting thereof this 6th day of December, 2018.

CITY OF WENATCHEE, a Municipal
Corporation

By: _____
FRANK J. KUNTZ, Mayor

ATTEST:

By: _____
TAMMY STANGER, City Clerk

APPROVED:

By: _____
STEVE D. SMITH, City Attorney

RESOLUTION NO. 2018-52

A RESOLUTION, amending the urban area comprehensive plan as it relates to the official zoning map of the City of Wenatchee.

WHEREAS, the City Council enters the following Findings of Fact:

1. The City of Wenatchee has adopted the Wenatchee Urban Area Comprehensive Plan and a series of sub-area comprehensive plans pursuant to the Growth Management Act (GMA), RCW Chapter 36.70A, which cover the Wenatchee Urban Growth Area and all incorporated areas within the City of Wenatchee, that have been found to be consistent with each other and with the adopted GMA plans of the adjoining jurisdictions.
2. The City of Wenatchee Planning Commission is responsible for long range planning matters and providing implementation recommendations to assure compliance with the Growth Management Act for the City of Wenatchee Urban Growth Area in coordination with Chelan County and within the incorporated boundaries of the City of Wenatchee. These measures include updates and amendments to the comprehensive plan; development regulations, environmental regulations, and any other rules, actions or regulations deemed necessary to implement the Growth Management Act.
3. RCW Chapters 36.70 and 36.70A authorize the adoption of development regulations.
4. The Planning Commission conducted workshops on the proposed revisions in October of 2018.
5. The City of Wenatchee issued a determination of nonsignificance on October 5, 2018 and provided copies of the environmental documents to the Department of Ecology SEPA Register for the amendments on October 5, 2018.
6. Notice of the public 60 day review and comment period, and public hearing dates were published in the Wenatchee World on February 7, 2018.
7. On October 5, 2018, the City of Wenatchee provided formal notice to the Washington State Department of Commerce of the intent to

adopt amendments to the Wenatchee City Code with a request for expedited review per RCW 36.70A.106. Additional notices were provided to local and regional agencies for the 60 day review and comment periods/environmental determinations.

8. On November 27, 2018, the City of Wenatchee Planning Commission conducted an advertised public hearing. The Planning Commission entered into the record the files on this amendment, accepted public testimony, and deliberated the merits of the proposal.
9. The City of Wenatchee Planning Commission has reviewed the entire record and public testimony as it relates to the proposed amendments to the Wenatchee City Code.
10. The North Wenatchee Business District serves as a gateway to the city. The Comprehensive Plan envisions the conversion of industrial land uses to commercial in the vicinity of McKittrick Street east of Wenatchee Avenue.
11. The comprehensive plan and official zoning map amendment is consistent with the North Wenatchee Master Plan and the Wenatchee Urban Area Comprehensive Plan.

WHEREAS, the City Council makes the following conclusions of law:

1. The procedural and substantive requirements of the State Environmental Policy Act have been complied with.
2. The procedural requirements of RCW 36.70A have been complied with.
3. The proposed amendments are consistent with the Chelan County Countywide Planning Policies and the City of Wenatchee Urban Area Comprehensive Plan.
4. The proposed amendments are consistent with the requirements of Revised Code of Washington, and the Washington Administrative Code.
5. The proposed amendments have been reviewed and processed in accordance with the requirements of Title 10 Zoning, Title 12 Environmental Protection, and Title 13 Administration of Development Regulations of the City of Wenatchee Code.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF WENATCHEE that the Official Zoning Map set forth in the Urban Area Comprehensive Plan of the City of Wenatchee shall be and hereby is amended as set forth on Exhibit "A" attached hereto. Except as specifically set forth herein, the Official Zoning Map of the City of Wenatchee shall remain in full force and effect.

PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE at a regular meeting thereof this 6th day of December, 2018.

CITY OF WENATCHEE, a Municipal
Corporation

By: _____
FRANK J. KUNTZ, Mayor

ATTEST:

By: _____
TAMMY STANGER, City Clerk

APPROVED:

By: _____
STEVE D. SMITH, City Attorney

ORDINANCE NO. 2018-45

AN ORDINANCE, amending the Wenatchee City Code related to delegation of authority for final plat approval to the Mayor in accord with RCW 58.17.100.

WHEREAS, the City Council of the City of Wenatchee makes the following findings of fact:

1. The City of Wenatchee has adopted the Wenatchee Urban Area Comprehensive Plan and a series of sub-area comprehensive plans pursuant to the Growth Management Act (GMA), RCW Chapter 36.70A, which cover the Wenatchee Urban Growth Area and all incorporated areas within the City of Wenatchee, that have been found to be consistent with each other and with the adopted GMA plans of the adjoining jurisdictions.
2. The City of Wenatchee Planning Commission is responsible for long range planning matters and providing implementation recommendations to assure compliance with the Growth Management Act for the City of Wenatchee Urban Growth Area in coordination with Chelan County and within the incorporated boundaries of the City of Wenatchee. These measures include updates and amendments to the comprehensive plan; development regulations, environmental regulations, and any other rules, actions or regulations deemed necessary to implement the Growth Management Act.
3. RCW Chapters 36.70 and 36.70A authorize the adoption of development regulations.
4. The Planning Commission conducted workshops on the proposed revisions in October of 2018.
5. The City of Wenatchee issued a determination of nonsignificance on October 5, 2018 and provided copies of the environmental documents to the Department of Ecology SEPA Register for the amendments on October 5, 2018.
6. Notice of the public 60 day review and comment period, and public hearing dates were published in the Wenatchee World on February 7, 2018.

7. On October 5, 2018, the City of Wenatchee provided formal notice to the Washington State Department of Commerce of the intent to adopt amendments to the Wenatchee City Code with a request for expedited review per RCW 36.70A.106. Additional notices were provided to local and regional agencies for the 60 day review and comment periods/environmental determinations.
8. On November 27, 2018, the City of Wenatchee Planning Commission conducted an advertised public hearing. The Planning Commission entered into the record the files on this amendment, accepted public testimony, and deliberated the merits of the proposal.
9. The City of Wenatchee Planning Commission has reviewed the entire record and public testimony as it relates to the proposed amendments to the Wenatchee City Code.
10. In 2017, the Washington State Legislature adopted Senate Bill 5674 which amended RCW 58.17.100 authorizing cities to designate an individual other than the City Council to approve final plats.

WHEREAS, The City Council makes the following conclusions of law:

1. The procedural and substantive requirements of the State Environmental Policy Act have been complied with.
2. The procedural requirements of RCW 36.70A have been complied with.
3. The proposed amendments are consistent with the Chelan County Countywide Planning Policies and the City of Wenatchee Urban Area Comprehensive Plan.
4. The proposed amendments are consistent with the requirements of Revised Code of Washington, and the Washington Administrative Code.
5. The proposed amendments have been reviewed and processed in accordance with the requirements of Title 10 Zoning, Title 12 Environmental Protection, and Title 13 Administration of Development Regulations of the City of Wenatchee Code.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WENATCHEE, WASHINGTON, do ordain as follows:

SECTION I

Findings and Conclusions

The recitals set forth above are hereby adopted as the City Council's Findings of Fact and Conclusions of Law in support of this Ordinance. If any Finding of Fact is deemed more appropriately a Conclusion of Law, or if any Conclusion of Law is deemed more appropriately a Finding of Fact, they are hereby adopted as such.

SECTION II

WCC 11.16.250 shall be and hereby is amended to read as follows:

11.16.250 Final plat approval.

The city council delegates final plat approval authority to the Mayor in accordance with RCW 58.17.100.

(1) The Subdivision Administrator and City Engineer shall provide the Mayor a recommendation which includes:

(a) A recommendation from the utility purveyor being: Chelan County PUD water department or city water department and city sewer department as to the adequacy of the means of sewage disposal and water supply;

(b) Review by the subdivision administrator as to the compliance with all terms of the preliminary approval of the proposed subdivision; and

(c) A recommendation of approval or disapproval from the city engineer.

(2) The Mayor shall determine:

(a) Whether the requirements of state law, this title and WCC Title [10](#) have been satisfied by the subdivider;

(b) Whether conditions imposed on the preliminary plat when approved have been met;

- (c) Whether the **bond**, if there be one, by its essential terms, assures completion of improvements within the stipulated time limits;
- (d) Whether the public use and interest will be served by approving the proposed final plat;
- (e) Whether adequate appropriate provisions are made for, but not limited to, the public health, safety and general welfare for open spaces, drainage ways, streets, alleys, or other public ways, water supplies, sanitary wastes, parks, playgrounds, sites for schools and school grounds.
- (3) The Mayor shall thereupon approve or disapprove the proposed final plat, or remand the submittal back to the applicant with specific instructions for compliance with the preliminary subdivision approval. The Mayor may not, as a condition of approval of any plat, require a release from damages to be procured from other property owners. Every decision shall include written findings of fact and conclusions to support the decision. A subdivision shall be governed by the terms of approval of the final plat in the statutes, ordinances and regulations in effect at the time of final approval for the statutory period provided in RCW [58.17.170](#) after final approval, unless the Mayor finds that a change in conditions creates a serious threat to the public health or safety in the subdivision.

SECTION III

WCC Section 11.32.080(7) shall be and hereby is amended to read as follows:

(7) Final Unit Lot Subdivision Review and Approval Process. Unit lot subdivisions receiving preliminary approval under the administrative classification under subsection (3)(a) of this section shall have a final administrative review process. Unit lot subdivisions receiving preliminary approval under the quasi-judicial classification by the City of Wenatchee Hearing examiner under subsection (3)(b) of this section shall have a final review process which authorizes the Wenatchee City Mayor to grant final approval under WCC [11.16.250](#). Each unit lot subdivision shall have a perimeter survey completed by a registered land surveyor, together with written data and materials in such form that when read together provides:

- (a) The information required by WCC [11.12.090](#) or Chapter [11.16](#) WCC, Article III, depending upon the applicable classification of unit lot subdivision identified in subsection (3) of this section and all applicable review fees identified by Chapter [1.99](#) WCC, Fee Schedules, and the appropriate application form;

(b) Documents sufficient to provide for the perpetual maintenance of all common areas;
and

(c) Clear indication of all covenants, conditions and restrictions applicable to the property subject to the binding site plan.

Once the administrator or Mayor, as applicable, has determined that the requirements identified under subsection (3) of this section and this section have been met, the final unit lot subdivision and any associated or required documents shall be recorded with the Chelan County auditor's office. The unit lot subdivision approval shall become effective upon that recording.

Lots, parcels or tracts created pursuant to the unit lot subdivision procedure shall be legal lots of record. All provisions, conditions and requirements of the unit lot subdivision shall be legally enforceable on the owner or any other person acquiring a lease or other ownership interest in any lot, parcel, or tract created pursuant to the unit lot subdivision.

SECTION IV

Chapter 13.03 WCC shall be and hereby is amended by the addition of the following section:

13.03.025 Mayor.

The Mayor shall review and act on the following subjects:

(1) Final subdivision plats pursuant to WCC 13.09.080

SECTION V

WCC 13.03.030 shall be and hereby is amended to read as follows:

13.03.030 City council.

The city council shall review and act on the following subjects:

(1) Recommendations of the planning commission.

(2) Final alterations of short plats, plats, and binding site plans.

(3) The vacation of a short plat, plat or binding site plan.

SECTION V

WCC 13.09.080 shall be and hereby is amended to read as follows:

13.09.080 Procedures for closed record decisions and appeals.

(1) Closed record hearings and appeals shall be conducted in accordance with the hearing body's rules of procedure as provided for public hearings in WCC 13.09.070.

(2) Pursuant to WCC 13.03.025 and WCC 11.16.250 Final plat approval_, the Mayor shall review requests for final plat approval of a preliminary subdivision.

(3) For closed record appeals, no new evidence or testimony shall be given or received, except that the parties to an appeal may submit timely written statements or arguments.

SECTION VI

The provisions of this Ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, section or portion of this Ordinance, or the invalidity of the application thereof to any person or circumstances shall not affect the validity of the remainder of this Ordinance, or the validity of its application to other persons or circumstances.

SECTION VII

A summary of this ordinance will be published in the official newspaper of the City of Wenatchee and shall be in full force and effect thirty (30) days after passage and publication as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE, at a regular hearing thereof, this 6th day of December, 2018.

CITY OF WENATCHEE, a municipal corporation

By _____
FRANK J. KUNTZ, Mayor

ATTEST:

By _____
TAMMY L. STANGER, City Clerk

APPROVED:

By _____
STEVE D. SMITH, City Attorney

ORDINANCE NO. 2018-46

AN ORDINANCE, amending the Wenatchee City Code related to zoning and the general requirements for off-street parking.

WHEREAS, the City Council enters the following Findings of Fact:

1. The Transportation Element of the Wenatchee Area Comprehensive Plan recognizes the prevalence of off-street parking lots as a defining land use that while providing convenience to motorists also tend to result in reduced aesthetics at a district level, demote the pedestrian experiences, and deter utilization of alternative modes of transportation.
2. Goal 5: Parking of the Transportation Element states: Establish parking to be highly utilized, efficient, and safe, while promoting community appearance and alternative modes of transportation.
3. Amendments to WCC 10.60.030 implements the intent of Goal 5 of the Transportation Element to provide for more efficient use of land for parking facilities by reducing the overall minimum width of stalls by six (6) inches and the drive aisle width for parking lots with stalls oriented at 90 degrees by one (1) foot.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WENATCHEE, WASHINGTON, do ordain as follows:

SECTION I
Findings

The Findings of Fact set forth above are hereby adopted as the City Council's findings in support of this Ordinance.

SECTION II

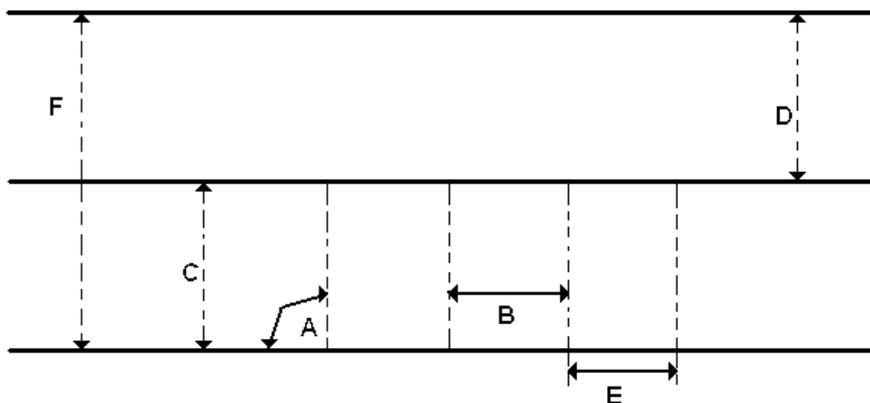
WCC 10.60.030(1) shall be and hereby is amended to read as follows:

10.60.030 General requirements.

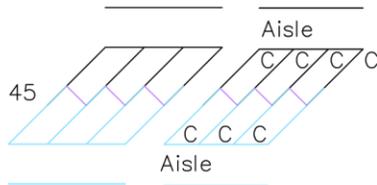
(1) Off-street parking shall be provided in the amount prescribed in this chapter, together with passageways sufficient for its reasonable use as detailed in the parking space and aisle dimensions chart below.

Minimum Parking Space and Aisle Dimensions

A	B	C	D		E	F
Parking Angle	Stall Width	Row Width	Aisle Width 1-Way	Aisle Width 2-Way	Curb Length	Bay Width
Parallel compact car	8 ft 6 in 8 ft	9 ft 8 ft	12 ft	20 ft	23 ft	20 ft
30 compact car	8 ft 6 in 8 ft	16 ft 6 in 17 ft	12 ft	20 ft	18 ft 17 ft	27 ft 6 in 27 ft
45 compact car	8 ft 6 in 8 ft	19 ft 18 ft 4 in	12 ft 10 in	20 ft	12 ft 6 in 11 ft 3 in	32 ft 30 ft 4 in
60 compact car	8 ft 6 in 8 ft	20 ft 6 in 19 ft 6 in	14 ft 6 in	20 ft	10 ft 6 in 9 ft 2 in	38 ft 6 in 38 ft 6 in
90 compact car	8 ft 6 in 8 ft	18 ft 16 ft	24 ft	24 ft	9 ft 8 ft	43 ft 43 ft



The measurement of Bay Width and Row Width of adjacent Bays/Rows may overlap to the extent that the angled stalls interlock. An example of interlocking parking stalls can be seen below:



Minimum Dimensions may increase in part or all of the parking facility in order to meet other applicable standards such as the International Fire Code as adopted.

SECTION III

The provisions of this Ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, section or portion of this Ordinance, or the invalidity of the application thereof to any person or circumstances shall not affect the validity of the remainder of this Ordinance, or the validity of its application to other persons or circumstances.

SECTION IV

A summary of this ordinance will be published in the official newspaper of the City of Wenatchee and shall be in full force and effect thirty (30) days after passage and publication as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE, at a regular hearing thereof, this 6th day of December, 2018.

CITY OF WENATCHEE, a municipal corporation

By _____
FRANK J. KUNTZ, Mayor

ATTEST:

By _____
TAMMY L. STANGER, City Clerk

APPROVED:

By _____
STEVE D. SMITH, City Attorney

ORDINANCE NO. 2018-47

AN ORDINANCE, amending the official zoning map of the City of Wenatchee.

WHEREAS, the City Council enters the following Findings of Fact:

1. The City of Wenatchee has adopted the Wenatchee Urban Area Comprehensive Plan and a series of sub-area comprehensive plans pursuant to the Growth Management Act (GMA), RCW Chapter 36.70A, which cover the Wenatchee Urban Growth Area and all incorporated areas within the City of Wenatchee, that have been found to be consistent with each other and with the adopted GMA plans of the adjoining jurisdictions.

2. The City of Wenatchee Planning Commission is responsible for long range planning matters and providing implementation recommendations to assure compliance with the Growth Management Act for the City of Wenatchee Urban Growth Area in coordination with Chelan County and within the incorporated boundaries of the City of Wenatchee. These measures include updates and amendments to the comprehensive plan; development regulations, environmental regulations, and any other rules, actions or regulations deemed necessary to implement the Growth Management Act.

3. RCW Chapters 36.70 and 36.70A authorize the adoption of development regulations.

4. The Planning Commission conducted workshops on the proposed revisions in October of 2018.

5. The City of Wenatchee issued a determination of nonsignificance on October 5, 2018 and provided copies of the environmental documents to the Department of Ecology SEPA Register for the amendments on October 5, 2018.

6. Notice of the public 60 day review and comment period, and public hearing dates were published in the Wenatchee World on February 7, 2018.

7. On October 5, 2018, the City of Wenatchee provided formal notice to the Washington State Department of Commerce of the intent to adopt amendments to the Wenatchee City Code with a request for expedited review per RCW 36.70A.106. Additional notices were provided to local

and regional agencies for the 60 day review and comment periods/environmental determinations.

8. On November 27, 2018, the City of Wenatchee Planning Commission conducted an advertised public hearing. The Planning Commission entered into the record the files on this amendment, accepted public testimony, and deliberated the merits of the proposal.

9. The City of Wenatchee Planning Commission has reviewed the entire record and public testimony as it relates to the proposed amendments to the Wenatchee City Code.

10. The North Wenatchee Business District serves as a gateway to the city. The Comprehensive Plan envisions the conversion of industrial land uses to commercial in the vicinity of McKittrick Street east of Wenatchee Avenue.

11. The comprehensive plan and official zoning map amendment is consistent with the North Wenatchee Master Plan and the Wenatchee Urban Area Comprehensive Plan.

WHEREAS, the City Council makes the following Conclusions of Law:

1. The procedural and substantive requirements of the State Environmental Policy Act have been complied with.
2. The procedural requirements of RCW 36.70A have been complied with.
3. The proposed amendments are consistent with the Chelan County Countywide Planning Policies and the City of Wenatchee Urban Area Comprehensive Plan.
4. The proposed amendments are consistent with the requirements of Revised Code of Washington, and the Washington Administrative Code.
5. The proposed amendments have been reviewed and processed in accordance with the requirements of Title 10 Zoning, Title 12 Environmental Protection, and Title 13 Administration of Development Regulations of the City of Wenatchee Code.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WENATCHEE, WASHINGTON, do ordain as follows:

SECTION I
Findings and Conclusions

The recitals set forth above are hereby adopted as the City Council's Findings of Fact and Conclusions of Law in support of this Ordinance. If any Finding of Fact is deemed more appropriately a Conclusion of Law, or if any Conclusion of Law is deemed more appropriately a Finding of Fact, they are hereby adopted as such.

SECTION II

The Official Zoning Map of the City of Wenatchee codified at WCC 11.06.010, shall be and hereby is amended as set forth on Exhibit "A" attached hereto. Except as specifically set forth herein, the Official Zoning Map of the City of Wenatchee shall remain in full force and effect.

SECTION III

The provisions of this Ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, section or portion of this Ordinance, or the invalidity of the application thereof to any person or circumstances shall not affect the validity of the remainder of this Ordinance, or the validity of its application to other persons or circumstances.

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A summary of this ordinance will be published in the official newspaper of the City of Wenatchee and shall be in full force and effect thirty (30) days after passage and publication as provided by law.

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FRANK J. KUNTZ, Mayor

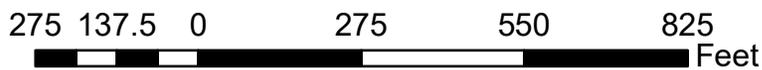
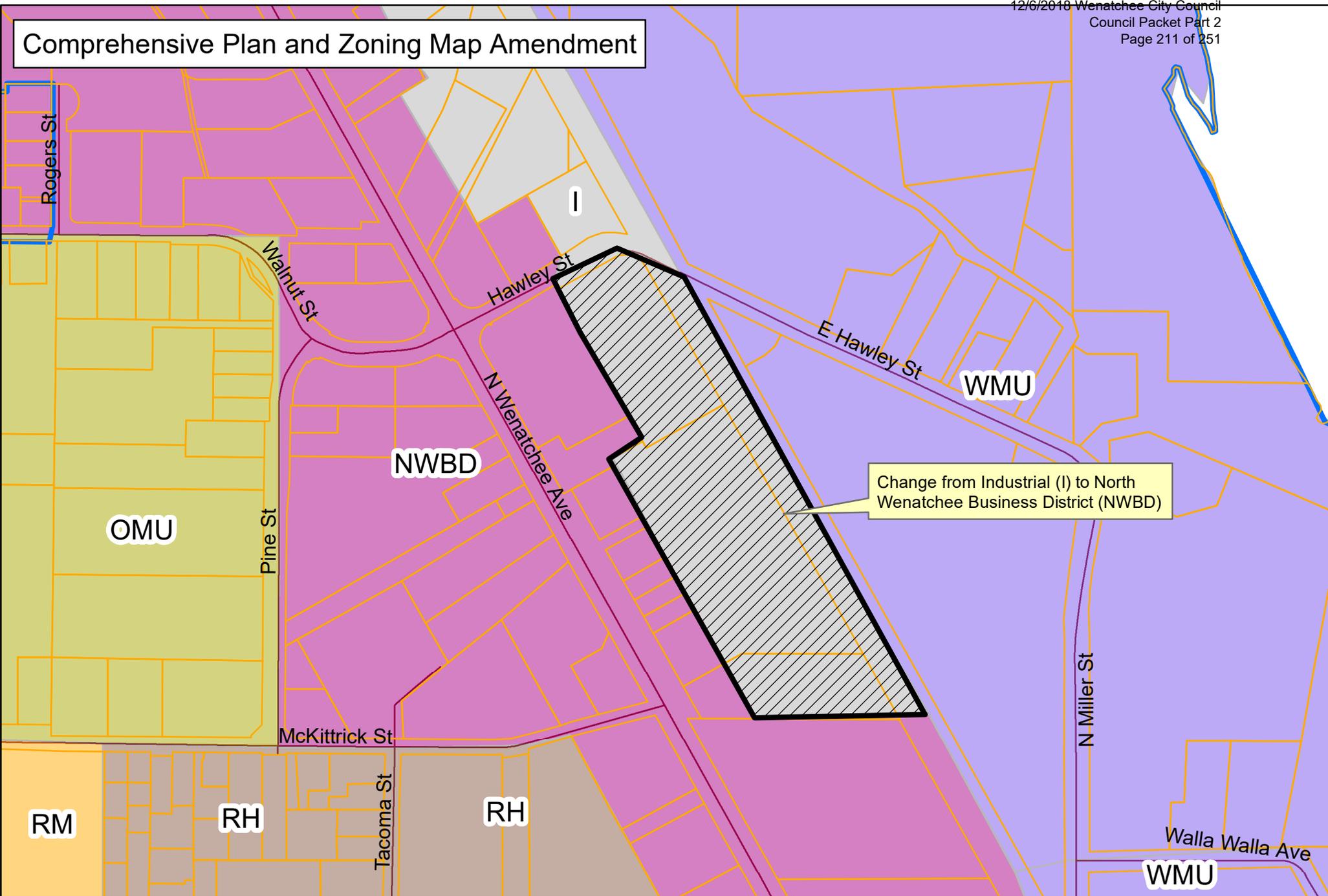
ATTEST:

By _____
TAMMY L. STANGER, City Clerk

APPROVED:

By _____
STEVE D. SMITH, City Attorney

Comprehensive Plan and Zoning Map Amendment



Disclaimer: Map intended for general information only.



Legend

- Parcels
- Streets

CAPITAL FACILITIES PLAN



CITY OF WENATCHEE

PO Box 519
Wenatchee, WA 98807
(509) 888-6200

Adopted:
Resolution No. 2018-

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Capital Facilities Plan

2019-2024

CITY OF WENATCHEE

INTRODUCTION

The City's Capital Facilities Plan (CFP) provides a comprehensive project list and schedule guiding the investment of city resources in infrastructure. These resources are made up of local revenues as well as State and Federal grants. The CFP identifies those projects which have secured funding as well as a list of projects which have not yet been funded. The projects included in this plan have largely been identified through other planning efforts which are all incorporated into the City's Comprehensive Plan. The reader is referred to these other referenced plans for additional detail concerning projects.

Why is it important for a city to keep a capital facilities plan up to date? In particular, the following three compelling reasons drive the update of the City's capital facilities plan:

1. City health and long term stability in terms of quality of life and its economy require replacement and repair of existing infrastructure, investment in new infrastructure, and correction of deficiencies.
2. The City receives many State and Federal grants for infrastructure. For example, the majority of street improvement projects are funded with grants. The majority of infrastructure grants and loan programs require that projects be identified the City's adopted Capital Facilities Plan.
3. The Washington State Growth Management Act of 1990 requires that capital facility plans be adopted and consist of (1) an inventory of existing capital facilities; (2) a forecast of the future needs for such facilities; (3) the proposed locations and capacities of expanded or new facilities; (4) at least a six-year plan that will finance such facilities within projected funding capacities and clearly identifies sources of public money for such purposes; and (5) a requirement to reassess the land use element if funding falls short of meeting existing needs

The purpose of the CFP is to ensure the City plans for adequate facilities that are (1) consistent with the goals and policies of the Wenatchee Area Urban Comprehensive Plan: Planning to Blossom 2037; (2) consistent with the projected population growth and land use plan; (3) concurrent with, or within 6 years of the impacts of new development in order to achieve and maintain adopted level of service standards; and (4) based on sound fiscal policies for the city.

This document is typically updated annually serving as the 6 year financing plan for the Comprehensive Plan. Projects funded in the first year of the plan are intended to be consistent with the adopted city budget. The Public Facilities and Services Element of the Comprehensive Plan and referenced individual public facility plans provide the information required by RCW36.70A.070 (3).

The city-owned public capital facilities encompassed by this plan include the following:

- streets
- sidewalks, paths and trails
- parking facilities
- street and road lighting systems
- traffic signals
- domestic water system
- storm sewer system
- sanitary sewer system
- parks and recreation facilities
- general administrative facilities
- vehicles (over \$10,000 and a useful life of over 10 years)
- museum
- convention center
- cemetery

Under the Growth Management Act, the city's Capital Facilities Plan must also be coordinated and consistent with CFP's of other public facility providers. Some of those providers within the Wenatchee Urban Area include: Wenatchee School District (schools), Chelan County P.U.D. (electrical, water, parks and recreation), Department of Transportation (highways), Wenatchee Reclamation District (irrigation water), Fire District No. 1 (fire protection), Chelan County (streets, solid waste, storm sewer, lighting, traffic signals, law and justice).

DEFINITIONS

The following definitions will help in understanding how this Capital Facilities Plan is put together and read.

Capital Facility: Capital facilities are structures, improvements, equipment, or other major assets (including land) with a useful life of at least ten (10) years. Capital improvements are projects that create, expand, or modify a capital facility. This definition applies to projects that cost more than ten thousand (\$10,000) dollars.

Public Facility: The city-owned public capital facilities encompassed by this plan include the following: streets, sidewalks, paths and trails, parking facilities, street and road lighting systems, traffic signals, domestic water system, storm sewer system, sanitary sewer system, parks and recreation facilities, general administrative facilities, vehicles, convention center, museum, and cemetery.

Level of Service: Levels of service are usually quantifiable measures of the amount of public facilities that are provided to the community. Measures of levels of service are typically expressed as ratios of facility capacity to demand by actual or potential users. Sometimes, levels of service (LOS) standards are based on the public service, such as police protection, rather than on the facility that houses the service (e.g. police station).

Concurrency: This is a term that requires public facilities and services necessary to serve development to be in place at the time of development or a financial commitment is made to provide the facility within a certain period of time. The Growth Management Act requires concurrency on transportation facilities, while all other public facilities must be “adequate.” The Wenatchee Urban Area Comprehensive Plan, however, makes concurrency a requirement for city public facilities.

CFP ORGANIZATION

This Capital Facilities Plan is organized around each of the public facilities provided by the city. Because the city wants to make sure that the Capital Facilities Plan is based on sound fiscal policy, all capital facilities for which city funds would be expended are included in the CFP, not just those facilities required to accommodate future growth. The CFP is based on the following categories:

- General Facilities (fire, police, administrative offices, maintenance, museum, community facilities)
- Parks and Recreation
- Stormwater
- Water
- Sewer

- Street Overlay
- Arterial Streets
- Street Maintenance Projects
- Convention Center
- Regional Water
- Cemetery
- Vehicles
- Real Estate Excise Tax
- Broadview Secondary Access
- Local Revitalization Financing
- Partnership Projects / Economic Development (Pybus Market, Downtown Streetscape, Sage Hills Trailhead, Paddlers Point, Parking Improvements)

SERVICE STANDARDS

Under the Washington State Growth Management Act, levels of service must be adopted for Transportation Facilities as provided in the adopted transportation plans and transportation element of the Wenatchee Urban Area Plan. Adequate provisions for urban governmental services must be provided for other services in the Urban Growth Area. These standards are identified below:

Schools

The Wenatchee School District has the most and some of largest public facilities in the Wenatchee Urban Growth Area. In addition, the public schools are recognized as one of the largest public services within the City. Education serves one of the most important roles in community health as the quality of education today impacts the skill levels, employment rates, labor supply, and wages in the future. The City's Consolidated Plan, updated in 2013, provides critical data relative to demographics, work force development, and education levels. The data clearly represents a need to improve education especially amongst the most disadvantaged children. The Wenatchee School District is responsible for facility planning and service levels of the District

Fire Protection

City of Wenatchee is covered by Chelan County Fire Protection District #1 whose goal is to have a response of less than 6 minutes 90% of the time.

Police Protection

All calls for assistance will be answered within a reasonable time consistent with the nature of the call.

Water Supply

Based on International Fire Code requirements for fireflow and Washington State Department of Health requirements for a safe supply of potable water.

Sanitary Sewer

Daily load demand times 2.5 for collection system
Daily load demand for treatment capacity

Storm Water

Runoff from Ten-year 24 hour Type 1A storm in the pipe and twenty-five year 24 hour Type 1A storm in the street.

Transportation, Levels of Service

Automobile

LOS "E" for urban corridors of regional significance
LOS "E" – averaged in the Wenatchee Central Business District
V/C ratio < 1.0 for all other arterials, transit routes, and highways
LOS "D" for signalized intersections on locally classified arterials and collectors
Refer to the transportation element and the regional transportation plan "Transportation 2040"

Pavement Condition, Pedestrian, Bicycle, and Transit

Development of LOS and performance measures are beginning in 2016 with the adoption of the complete streets policy. Future updates to this plan will include a multi-modal approach to LOS that includes non-motorized transportation functions. In 2017, the City adopted the Pavement Management Plan which identifies a pavement condition levels and corresponding investment.

All roadways on the regional system should have sidewalks and proposed bicycle facilities should be funded and constructed.

FINANCIAL CONSTRAINTS

The first year of the capital facilities plan is typically consistent with the adopted City budget. However, since capital expenditures often impact multiple years after funding has been committed, it is prudent to plan ahead for the expenditure of funds for at least 3 years and in some cases longer. In addition, some of the City's adopted plans include longer term expenditure plans in which resources are actively being pursued when opportunities arise. Often grant or loan resources become available for certain types of projects resulting from changing public policy at Federal, State, and local levels. The City of Wenatchee monitors these opportunities and puts forth funding applications for projects consistent with Federal, State, and local funding objectives. In order to effectively plan for capital expenditures, the plan is written with the concepts in mind. The following financial constraints help guide the planning process and to ensure that capital planning includes considerations of various financial impacts on the community and city government:

1. The first three years must be fiscally constrained. This means projects cannot be incorporated in the first three years unless they include all of the following:
 - a. The project has been approved for funding from an existing source of city revenues OR grant(s) has been awarded to fund the project and match is available (awarded means the project must be on a selected funding list waiting for legislative approval or a letter of award has been received).
 - b. Annual operation and maintenance costs have been accounted for, or are a reasonable increase over prior year's expenditures
 - c. If the project requires financing through the issuance of revenue bonds, voter approved bonds (UTGO), or non-voter approved/Councilmanic (LTGO) bonds, then Council approval of the issuance must be in place.
2. Years 4-6 should be reasonably constrained. This means although funding has not been secured, there are possible funding sources for the projects. The following criteria needs to be considered for projects listed in the CFP for years 4-6.
 - a. How does the capital project contribute to the long-term sustainability of the City from a community and governmental services standpoint?
 - b. Does the project fit within an existing funding program or a program that is reasonably on the horizon?
 - c. Have funding sources been reviewed and discussed with advisory bodies and City Council?
 - d. Have annual operation and maintenance costs been considered? Most capital projects result in an increase in operation and maintenance costs. There needs to be some reasonable expectation of how the increase would be covered.

TIMELINES

This Capital Facilities Plan update is being done in conjunction with the development of the annual city budget. Updates to the Capital Facilities Plan are typically adopted with the annual update of the Wenatchee Area Urban Comprehensive Plan near the end of each calendar year.

OVERALL PLAN

2019-2024 Project Summary

Public Facilities Type	Funded	Unfunded
Arterial Streets	10,102,580	252,510,548
Cemetery	85,000	400,000
Convention Center	800,000	75,000
General Facilities	12,060,000	9,915,000
Parks and Recreation	9,578,210	8,283,900
Regional Water	2,151,000	52,892,000
Storm Drain	4,895,790	8,283,940
Sanitary Sewer	27,586,250	-
Street Overlay	9,045,000	6,480,000
Street Maintenance	400,000	500,000
Water	6,060,580	4,887,950
Broadview Secondary Access	-	741,000
1st Quarter REET	2,600,700	
Homeless/Housing/CDBG Programs	105,000	1,100,000
Local Revitalization Financing District	4,230,000	300,000
Partnership Projects	200,000	14,850,000
TOTAL	\$ 89,900,110	\$ 361,219,338

GENERAL FACILITIES

General facilities covers city administrative offices, public works buildings, and other city facilities that do not have dedicated fund sources, such as water and sewer systems. The focus of the 6-year capital facilities financing plan for general facilities is maintenance, preservation and/or expansion of city-owned facilities.

The City is experiencing growth with the annexation of Olds Station, continued population increases and increasing levels of service required of city functions. As a result City Hall and the Public Services Center continue to grow in terms of personnel. Both City Hall and the newly constructed PSC are out of space. Because of the desire of the City Council to have City administration located in the same building for

efficiency reasons, and to create a better experience for customers who will be able to access the City in a one stop location, the City and LocalTel, a local business, purchased the former Federal building and entered into a public private partnership through a condominium in which approximately two thirds of the building is now owned by the city for the purposes of redeveloping the space into a new City Hall. Repurposing this building is consistent with the South Wenatchee Action plan to activate a key commercial property bridging downtown and South Wenatchee. The City estimates investing a total of \$14.5 million into this facility to establish a new city hall. Approximately \$11 Million remains to be invested in the next several years.

Given relocation of City Hall to the Federal Building, the city entered into a lease with the Governmental Service Administration for the use of the existing city hall building at 129 S. Chelan Avenue. As part of the lease obligation, the city will upgrade the building shell to meet seismic requirements and correct existing deficiencies in the building. This work is anticipated to be performed in 2019 with the GSA taking possession in the spring of 2020.

At the current downtown campus, with the addition of the new Police Station in 2004, the existing police facility was opened up for occupancy by other departments of the City. The Information Systems Department, the Facility Maintenance Division of Public Works and the Drug Taskforce of the Police Department have all located in this facility, called the Historic Police Station. The influx of additional personnel has revealed a deficiency of parking spaces. There is a need for secured parking for the police vehicles as well as additional parking needs for the Police Station facility. Additional parking is being planned as a lid structure over a portion of the new Police Department parking lot; this project is estimated at \$340,000. A parking analysis is needed to explore additional parking options to determine if this is the best solution for the facility and the public. In addition, the city is currently pursuing parking through a public private partnership as described in the Economic Development section of this plan

For the next update of the Capital Facilities Plan, the City has completed a facilities condition assessment, which is a comprehensive look at the overall maintenance, operation and replacement needs of city owned facilities. The assessment also provides an annual cost and schedule for work to be completed. At the time of this writing, the assessment is just being finalized and so the results and long term financing plan will be incorporated into the next update.

General Facilities Projects

Year	Project	Funding Source	Funded	Unfunded
2019-2020	Federal Building - New City Hall	General Fund Reserves, Utilities	\$ 10,900,000	
2019-2020	Existing City Hall Remodel for GSA	Facility Maintenance Fund, General Fund Reserves	\$ 900,000	
	South Yard Building	Street, Water, Sewer, General Fund Reserves	\$ 260,000	
2022-2025	Facility Parking Lot Maintenance	Facility Maintenance, General Fund Reserves		\$ 350,000
2022-2025	Police Station Landscaping Upgrades	Facility Maintenance, General Fund Reserves		\$ 75,000
2022-2025	City Hall/PD Parking	Facility Maintenance, General Fund Reserves		\$ 340,000
2022-2025	Fire Station Roof Replacement	Facility Maintenance, General Fund Reserves		\$ 150,000
2022-2025	Museum Renovation & Accessibility Project	Bonds, Grants, Donations		\$ 9,000,000
TOTAL			\$ 12,060,000	\$ 9,915,000

PARKS, RECREATION AND CULTURAL SERVICES

Over a nine month period in 2016-17 the Parks, Recreation and Cultural Services Department conducted a public involvement process to prepare an update of the six year Parks, Recreation and Open Space (PROS) Plan. The PROS plan establishes a framework to guide the acquisition, development and improvement of park areas and facilities, habitat areas and the provision of arts and recreational services throughout the City of Wenatchee. The plan is for the 2018-2024 time period. It was adopted by the City Council in May 2017.

The PROS plan is divided into six basic sections consistent with State requirements. The following is a summary of each section of the document to provide context for the development of the capital facilities plan. The first chapter contains a basic introduction and summary of the document. The second chapter describes the planning area including parks and recreational facilities, habitat areas, arts and current statistics. The third chapter describes the existing public, semi-public and private parks, arts and recreation resources within the planning area. The fourth chapter describes the methodology for determining the demand and needs. The wealth of recently completed, related planning efforts are incorporated into this chapter and summarized as they relate to the City park system. The section creates a link between the City plan and State funding agency plans. The section also includes a summary of public meetings and workshops and other outreach efforts. The fifth chapter of the plan contains the goals, objectives and strategic actions which respond to the desires expressed during the public input process. The sixth chapter contains a summary of the capital investment plan and also describes the project ranking criteria. It includes a prioritization matrix system consistent with COM recommendations. It contains a summary of common funding mechanisms, includes a section outlining ongoing maintenance considerations and also and arts, recreation and organization priorities.

For many cities, including Wenatchee, the amount of funds required to acquire the park land and develop the proposed parks and recreational facilities is beyond their financial capabilities. Many of the capital projects included in the plan contain the assumption that some funding may be derived through future successful grant applications and continued community support in the form of financial donations. The City must continue to rely on and partner with, other public, private and nonprofit organizations to help generate revenue and support for the projects if they are to be realized.

STORMWATER

Projects in this program provide infrastructure necessary to collect and convey urban stormwater to minimize urban flooding from rainfall events and to improve the quality of stormwater being discharged into surface waters and comply with the general National Pollutant Discharge Elimination System (NPDES) stormwater permit. The existing stormwater system consists of a network of inlet structures and piping generally located within the street system designed to collect surface water, provide water quality treatment, and convey it to the nearest surface water body.

The Storm Drain Utility Fund is an enterprise fund designed to account for the financial activities related to the City's ongoing improvement and expansion of the storm sewer system and compliance with NPDES regulations. The revenue for this fund is generated from a flat monthly charge to each single-family residence as well as a monthly charge to commercial and multi-family residences based on an "equivalent residential unit". The equivalent residential unit is an impervious surface of 3,000 square feet. Part of the comprehensive plan update (2010) included a capital improvement plan along with associated rate increase recommendations. The capital improvement plan is reflected in this document and an effort to update the comprehensive plan (2010) is underway. The update to the comprehensive plan is scheduled to be completed by the end of 2019. Part of the update will include an updated capital improvement plan along with a financial analysis to investigate any potential need for additional rate increases.

The Stormwater capital plan includes a number of projects identified in the adopted comprehensive plan as outlined in the table below. The comprehensive plan and the associated capital improvement plan will be updated over the course of 2019. This will result in an updated list of priority projects. Projects include conveyance, rehabilitation, expansion of the collection network, and water quality projects. Based on the ongoing compliance with National Pollutant Discharge Elimination System (NPDES) permit, many of these projects will focus on improving the quality of the water discharged into the Wenatchee and Columbia Rivers.

Year	Project	Funding Source	Funded	Unfunded
2019	Chase Park Play Area and ADA Improvements	General Fund	\$ 165,000	
2019	Hale Park Development Phase Two	LCWF Grant	\$ 414,500	
		RCO Grant	\$ 500,000	
		Loco Mitigation	\$ 18,000	
		Sale to WSD	\$ 12,000	
		Sewer	\$ 180,000	
2019	Kiwanis Methow Park Phase One	LCWF Grant	\$ 500,000	
		RCO Grant	\$ 500,000	
		TPL Grants	\$ 1,233,430	
		General Fund (Staff Time)	\$ 10,000	
		General Fund	\$ 216,580	
		Sale to WSD - Gen Fund	\$ 250,000	
		Sewer	\$ 120,000	
2019-2024	Saddle Rock Habitat and Trail Restoration	Ecology Grant	\$ 2,100,000	
		General Fund	\$ 400,000	
2019	Kenzie's Landing Acquisition Development	RCO Grant	\$ 1,000,000	
		Road Bonds		\$ 127,000
		Security		\$ 9,000
		Donations		\$ 107,000
		Loco Mitigation	\$ 38,200	
2020	Okanogan Street Park	General Fund		\$ 145,000
2020	Lincoln Park Renovation	RCO Grant	\$ 500,000	
		LCWF Grant	\$ 500,000	
		YAF Grant	\$ 292,500	
		Sewer Fund	\$ 228,000	
		Art Fund	\$ 300,000	
		Donations		\$ 93,000
		General Fund		\$ 107,900
		WSD Sale	\$ 100,000	
		CFNCW Grant		\$ 5,000
2020	Washington Park Parking	General Fund		\$ 175,000
2021	City Pool Liner Replacement	General Fund		\$ 250,000
		YAF Grant		\$ 250,000
2021	Memorial Park Renovation	Lodging Tax		\$ 50,000
		General Fund		\$ 500,000
		Partner		\$ 100,000
		Art Fund		\$ 75,000
2022	Sunnyslope Area Acquisition	RCO Grant		\$ 375,000
		Partner		\$ 375,000
2022	Locomotive Park Restroom	Sewer		\$ 140,000
2022	Sage Hills Trailhead	General Fund		\$ 50,000
		RCO Grant		\$ 250,000
		Utility Funds		\$ 50,000
		Partner		\$ 150,000
2023	Pennsylvania Park Retaining Wall	General Fund		\$ 100,000
2025	Pioneer Park Renovation	General Fund		\$ 50,000
		Bond		\$ 3,500,000
		RCO Grant		\$ 500,000
		LCWF Grant		\$ 500,000
		Partner		\$ 100,000
		Donations		\$ 100,000
		Lodging Tax		\$ 50,000
TOTAL			\$ 9,578,210	\$ 8,283,900

Storm Drain (#410)

Year	Project	Funding Source	Funded	Unfunded
2019	Stormwater Comp Plan Update	Storm Drain Utility Reserves	250,000	
2019	North Wenatchee Water Quality-Design	DOE Grants, Storm Drain Utility Reserves	140,000	
2019	Regional Decant Facility Modifications	Storm Drain Utility - Reserves	356,000	
2019	Tacoma and Pine Drainage Improvements	PWTF & Storm Draing Utility Reserves	245,900	
2019-2020	North Miller Stormwater	PWTF & Storm Draing Utility Reserves	1,900,720	
2019-2020	Peachey Street Basin Water Quality Retrofit	DOE Grants, Storm Drain Utility Reserves	995,000	
2020	Squilchuck Outfall Improvements	Storm Drain Utility Reserves	100,000	
2021	North Wenatchee Ave/Duncan Drainage Improvements	Storm Drain Utility Reserves	471,500	
2021	Walla Walla Stormwater Retrofit	DOE Grants, Storm Drain Utility Reserves		900,000
2022	Hawley Street Outfall Repair	DOE Grants, Storm Drain Utility Reserves		250,000
2024	Ringold Street Storm Drain	Storm Drain Utility Reserves	436,670	
2024	Pershing Drainage Improvements	Storm Drain Utility Reserves		443,400
2024	Seattle Drainage Improvements	Storm Drain Utility Reserves		223,800
2024	Day Road Drainage Improvements	Storm Drain Utility Reserves		442,700
2024	Western Ave Drainage Improvements	Storm Drain Utility Reserves		839,800
2024	Filbeck Drainage Improvements	Storm Drain Utility Reserves		71,200
2024	Orchard Drainage Improvements	Storm Drain Utility Reserves		182,900
2024	Kenaston and Linville Drainage Improvements	Storm Drain Utility Reserves		340,900
2024	Methow Drainage Improvements	Storm Drain Utility Reserves		312,600
2024	Ramona and Sunset Drainage Improvements	Storm Drain Utility Reserves		464,800
2024	Skyline Drive Drainage Improvments	Storm Drain Utility Reserves		1,030,300
2024	Poplar Drainage Improvements	Storm Drain Utility Reserves		124,300
2024	Springwater Improvements	Storm Drain Utility Reserves		350,000
2020-24	Pipe Repair and Replacement	Storm Drain Utility Reserves		981,240
2020-24	Storm Drain Improvements	Storm Drain Utility Reserves		1,326,000
TOTAL			\$ 4,895,790	\$ 8,283,940

WATER

The major emphasis in the water distribution system over the next six years will be on replacing aging steel water mains to improve water quality, reduce the amount of Unaccounted for Water (UAW) as well as reduce emergency main line breaks, outages and damage to reconstructed roadways. Another big focus over the next six years will be to explore and analyze sites to serve as a second source for the regional water system that serves the greater Wenatchee area.

The last complete update to the Comprehensive Water System Plan recently adopted by the City Council in September of 2018 from which a Capital Improvement Plan (CIP) was developed. Rate increases of 6%/year starting in 2019, together with a simplified system investment fees for new connections funds the water capital program. The plan prioritized capacity projects, main replacement, and reservoir improvements. Projects included in this CFP are a reference from the CIP contained in the 2018 Comprehensive Water System Plan.

Water (#401-534)

System	Year	Project	Fund Source	Funded	Unfunded
Water	2019 - 2020	Dakota east	Water Utility Reserves	325,250	
Water	2019 - 2020	Montana east	Water Utility Reserves	302,340	
Water	2019 - 2020	Skyline Reservoir Transmission	Water Utility Reserves	658,000	
Water	2020 - 2021	Terminal	Water Utility Reserves	466,420	
Water	2020 - 2021	Eighth	Water Utility Reserves	608,890	
Water	2020 - 2021	Cherry	Water Utility Reserves	960,480	
Water	2020 - 2021	Linwood	Water Utility Reserves	229,690	
Water	2020 - 2021	Rosewood	Water Utility Reserves	223,510	
Water	2021 - 2022	Methow	Water Utility Reserves	239,780	
Water	2021 - 2022	Chelan	Water Utility Reserves	141,640	
Water	2022 - 2023	First	Water Utility Reserves	284,030	
Water	2023 - 2024	Crawford west	Water Utility Reserves	582,940	
Water	2023 - 2024	Crawford east	Water Utility Reserves	782,730	
Water	2024	Millerdale	Water Utility Reserves	254,880	
Water	2020 - 2021	Lincoln	Water Utility Reserves		224,640
Water	2020 - 2021	Stewart	Water Utility Reserves		173,650
Water	2021 - 2022	Columbia	Water Utility Reserves		1,202,260
Water	2022 - 2023	Cascade	Water Utility Reserves		296,620
Water	2022 - 2023	Dakota west	Water Utility Reserves		321,230
Water	2022 - 2023	Montana west	Water Utility Reserves		335,340
Water	2022 - 2023	Wilson middle	Water Utility Reserves		205,010
Water	2022 - 2023	Wilson south	Water Utility Reserves		348,160
Water	2023 - 2024	Washington east	Water Utility Reserves		589,990
Water	2024	Washington west	Water Utility Reserves		57,820
Water	2022	8 MG Reservoir leak repairs	Water Utility Reserves		55,120
Water	2023	4 MG Reservoir leak repairs	Water Utility Reserves		49,050
Water	2023	4 MG Property Purchase - Okanogan Ave	Water Utility Reserves		313,000
Water	2020 - 2024	Annual Small Works	Water Utility Reserves		716,060
Water Total				\$6,060,580	\$4,887,950

REGIONAL WATER

The City of Wenatchee operates the Regional Water system on behalf of the Chelan County PUD, the East Wenatchee Water District and the City of Wenatchee. The Regional Water System is governed by the Regional Coordinating Committee (RCC), which is made up of representatives from each water purveyor.

In 2014 the RCC began a process to analyze the adequacy of the existing supply and transmission system to meet current and future needs and to evaluate the overall redundancy of the system. The 13 locations identified were evaluated for many criteria including water quality, wellhead protection, cost to develop, cost of operations and how they met the goal of multi-faceted redundancy. Ultimately the regional committee “short-listed” three options all south of Wenatchee, all on the Chelan County side of the Columbia River. The preferred options were determined to be non-viable. Further exploration will

continue as the second source exploration and analysis continues until a viable site is discovered. Discussions and plans are being evaluated for exploring additional sites. Once verified as a viable second water source, the actual development schedule will be in the range of 5-7 years.

The last update to the Regional Water System Plan was adopted in 2018. The plan included a capital improvement schedule as outlined in the table below. The Regional Water System Plan update, including a revised capital improvement plan completed in 2018 is shown below.

Regional Water (#415)

Year	Project	Fund Source	Funded	Unfunded
2020	DOT Easement Purchase for Main Transmission Line	Regional Water Reserves	375,000	
2020	Well 3 & 4 Motor Cooling Rehab	Regional Water Reserves	11,000	
2020	Pump Condition Assesmetn	Regional Water Reserves	11,000	
2019	Second Source Analysis and Exploration	Regional Water Reserves	200,000	
2020	Well Level Transmitters	Regional Water Reserves	32,000	
2019-2023	Transmission Main Corrosion Testing	Regional Water Reserves	23,000	
2019-2021	Second Source Siting Analysis	Regional Water Reserves	400,000	
2019-2022	Second Source Design	Regional Water Reserves	1,000,000	
2020 - 2024	Periodic Major Item Maintenance Budget	Regional Water Reserves	99,000	
2020-2024	Second Source Design & Construction	Regional Water Reserves / Bond		52,892,000
TOTAL			\$ 2,151,000	\$ 52,892,000

SEWER

The City completed a Comprehensive Sewer Plan in 2017. This plan included a prioritized Capital Improvement Plan for a major extension of sanitary sewer services into the Sunnyslope and Olds Station areas, to support recently annexed areas north of the Wenatchee River (2016) and to provide for higher density development in the expanded sewer service area in the Sunnyslope Bench. The program also includes much-needed upgrades to the wastewater treatment plant (WWTP) to support both increased flows as well as meeting regulatory requirements and needed efficiency improvements.

Funding for the 2017-2037 sewer CIP is through municipal bonding, repayment of which will be made through a revised fee and rate schedule for current and prospective utility customers. Rate increases of 6%/year for five years starting in 2018, together with simplified system investment and capital facilities fees for new connections, will support the nearly \$48M / 20-year sewer capital program.

Ongoing annual maintenance and rehabilitation of the collection system's main lines, manholes and pump stations is mandatory. Specific needs are identified through a continuing and consistent video inspection program. Costs to perform this ongoing maintenance work have been included in the financial plan and revised rate structure for the sewer utility.

Sewer (#401-535)

System	Year	Project	Fund Source	Funded	Unfunded
Sewer	2019	I/I Study	Sewer Utility Res/Bonds	309,000	
Sewer	2019	Sunnyslope Basin Analysis	Sewer Utility Res/Bonds	51,500	
Sewer	2019	Easy St. Gravity Sewer Replacement	Sewer Utility Res/Bonds	255,440	
Sewer	2019	Easy St. Gravity Sewer Trunkline	Sewer Utility Res/Bonds	1,781,900	
Sewer	2019	Cypress Lane	Sewer Utility Res/Bonds	145,230	
Sewer	2019	WWTP Site Cleanup - LRF Partnership Project	Sewer Utility Res/Bonds	500,000	
Sewer	2019	Digester #4 & Control Bldg - Design	Sewer Utility Res/Bonds	557,230	
Sewer	2019	WWTP EQ Basin Liner Replacement	Sewer Utility Res/Bonds	231,000	
Sewer	2019	Poplar Ave. (South of Springwater)	Sewer Utility Res/Bonds	250,000	
Sewer	2019	Second Street Sewer	Sewer Utility Res/Bonds	400,000	
Sewer	2020	Elmwood St.	Sewer Utility Res/Bonds	250,160	
Sewer	2020	Skyline South	Sewer Utility Res/Bonds	629,640	
Sewer	2019-2020	Digester #4 & Control Bldg - Construction	Sewer Utility Res/Bonds	4,400,060	
	2020	Ohme LS	Sewer Utility Res/Bonds	1,283,660	
Sewer	2021	Penny Rd. Gravity Sewer Replacement	Sewer Utility Res/Bonds	208,190	
Sewer	2021	Gehr St.	Sewer Utility Res/Bonds	405,480	
	2021	Chapman Rd.	Sewer Utility Res/Bonds	541,730	
	2021	UV Light Disinfection System Modifications	Sewer Utility Res/Bonds	175,490	
	2022	Olds Station (E. of Euclid) Gravity Sewer Replacement	Sewer Utility Res/Bonds	594,720	
	2022	Confluence Parkway Phase I	Sewer Utility Res/Bonds	805,280	
	2022	Olds LS (increase to 1000 gpm, adjust FM siphon)	Sewer Utility Res/Bonds	621,600	
	2022	Broadview LS (relocate)	Sewer Utility Res/Bonds	826,560	
	2022	Secondary Clarifier #3 - Design	Sewer Utility Res/Bonds	346,080	
	2023	Secondary Clarifier #3 - Construction	Sewer Utility Res/Bonds	2,720,900	
	2024	Poplar Ave. (North of Maple)	Sewer Utility Res/Bonds	664,340	
	2024	Canyon Breeze Ln.	Sewer Utility Res/Bonds	272,580	
	2019 -2024	Annual Pipe Replacement Program	Sewer Utility Res/Bonds	678,000	
	2019 - 2020	Sunnyslope LS	Sewer Utility Res/Bonds	4,556,480	
	2019 - 2024	Sunnyslope Collector Mains	Sewer Utility Res/Bonds	3,124,000	
Sewer Total				\$27,586,250	

PAVEMENT PRESERVATION

The Federal Highway Administration defines pavement preservation as a program employing a network level, long-term strategy that enhances pavement performance by using an integrated, cost-effective set of practices that extend pavement life, improve safety and meet motorist expectations.

An effective pavement preservation program will address pavements while they are still in good condition and before the onset of serious damage. By applying a cost-effective treatment at the right time, the pavement is restored almost to its original condition. The cumulative effect of systematic, successive preservation treatments is to postpone costly rehabilitation and reconstruction. During the life of a pavement, the cumulative discount value of the series of pavement preservation treatments is substantially less than the discounted value of the more extensive, higher cost of reconstruction and

generally more economical than the cost of major rehabilitation. Additionally, performing a series of successive pavement preservation treatments during the life of a pavement is less disruptive to uniform traffic flow than the long closures normally associated with reconstruction projects.

The Street Overlay Fund #111 is a special revenue fund which was designed to account for financial activities related to the City's previous street overlay program. The Street Overlay Program was developed by the Public Works Department in 1996 and was intended to provide for the overlay of all City streets over a 15-year repeating cycle. The Street Overlay Program was revisited by the Public Works Department in 2005 with a recommendation for additional financial investment. In 2015 the City hired a consultant and purchased a pavement management software (PMS) program to help determine the minimum funding necessary for maintaining and preserving the city's pavement system consistent with current pavement preservation methodology. The result of the analysis indicated the City will need to invest between \$2.4 to \$2.9 Million annually over a ten year period to maintain the pavement system at nearly the current overall condition. Even with this level of investment, the deferred maintenance of the roadway network increases from \$5 to \$10 Million over a 10-year period. The analysis demonstrated the need to implement lower cost surface treatments such as chip seals to extend the life of the streets even further based on the lack of sufficient preservation funding. In 2016, the City Council appointed a citizen's committee to evaluate the Pavement Management Program and recommend their preferred program and level of investment. Based on their recommendation back to City Council, they recommended Scenario 5B that maintained arterials and collectors at current conditions and had a level of investment that minimized the use of chip seal. This recommendation required the City to find new revenue sources to dedicate to the long term implementation of the Pavement Management program.

In 2012 The City of Wenatchee formed the Wenatchee Transportation Benefit District (TBD) with the same corporate boundaries as the City. A \$20 per year car license fee was imposed at the same time and took effect in June of 2012. The funds generated from the fee have been transferred annually to the Overlay fund to be used on projects as determined by the City Council. The Transportation Benefit District was adopted with a provision dedicating ten percent of the revenues to pedestrian related improvement projects contained within the six year street plan. The formation of the District includes a sunset clause for the end of 2030. This will provide a long-term reliable funding source to aid in the implementation of the PMS. This revenue source has been generating over \$600,000 per year. Staff has pursued other financing options such as those offered through the Public Works Trust Fund (PWTF). However, the PWTF Program has been undergoing drastic changes over the last two legislative sessions and has not been a reliable source of funding. The City Council continues to identify other additional sources of revenue to fully fund the Pavement Management program and has increased funding significantly starting in 2018. The funding scenario below shows both the 111 and 119 funds combining to address the pavement preservation needs of the city.

Street Overlay (Fund 111)

Fund 111	2019	2020	2021	2022-2024
Revenue				
2nd 1/4% REET	580,000	550,000	520,000	1,380,000
Transfers in	3,370,498	1,398,909	1,393,546	4,252,819
Bond Issuance				
Total revenues	3,950,498	1,948,909	1,913,546	5,632,819
Expenditures				
Preservation Projects	2,100,000	4,100,000	1,600,000	4,800,000
Pavement Pres-Repairs	65,000	500,000	500,000	1,500,000
Crack Sealing	60,000	60,000	60,000	180,000
Transfers-out				
Total Expenditures	2,225,000	4,660,000	2,160,000	6,480,000
Revenues over (under) projects	1,725,498	(2,711,091)	(246,454)	(847,181)
Beginning fund balance	2,100,000	3,825,498	1,114,407	867,953
Ending fund balance	3,825,498	1,114,407	867,953	20,772

Transportation Benefit District (Fund 119)

Fund 119	2019	2020	2021	2022-2024
Revenue				
Street Maintenance Fees	630,000	645,000	660,000	2,060,000
Miscellaneous	2,000	2,000	2,000	6,000
Bond Issuance				
Total revenues	632,000	647,000	662,000	2,066,000
Expenditures				
Preservation Projects				
Pavement Pres-Repairs				
Crack Sealing				
Transfers-out to 111	567,000	580,500	594,000	1,854,000
Total Expenditures	567,000	580,500	594,000	1,854,000
Revenues over (under) projects	65,000	66,500	68,000	212,000
Beginning fund balance	2,000	67,000	133,500	201,500
Ending fund balance	67,000	133,500	201,500	413,500

ARTERIAL STREETS

Every year the City is required to adopt a comprehensive six-year Transportation Improvement Program (TIP). This plan includes financially constrained projects in the first several years and planned projects for later years. The projects are identified in the TIP as either "selected (S)" or "planned (P)" meaning that selected projects have a dedicated funding source as identified in the plan and planned projects do not. The majority of projects are financially unconstrained or planned and therefore fall into the later

years of the plan. The City TIP for 2019-2024 was adopted by ordinance (Ordinance 2018-22) in August, 2018. See Appendix A for a full copy of the TIP.

The City of Wenatchee receives a portion of the State's motor vehicle fuel tax, a portion of which is dedicated to Arterial Streets. Historically, this revenue has been used as matching money for transportation infrastructure grant opportunities. Between 2006 and 2015, this dedicated funding, which averaged \$289,000 per year leveraged \$19.5 million in grant funds for street infrastructure improvements. More recent analysis has shown an even higher amount of leveraging in recent years.

Primary sources of transportation grants for the classified street system are state of Washington and Federal funds. Typical state programs include the Transportation Improvement Board (TIB), and the Active Transportation Programs. The typical Federal program is the Surface Transportation Program. Both State and Federal programs include sub programs for safety and non-motorized projects. The City of Wenatchee competes with other agencies for state and federal funds. Specific criteria, including safety, mobility, structural condition, congestion, multimodal components, and project benefit/cost are often evaluated by the granting authority.

Arterial street projects are typically funded by grants with 13.5% to 20% match from the Arterial Street fund. Some programs provide incentives for a lower match percentage or have no match requirement. The TIP identifies those funded projects and associated grant funding sources. The arterial street fund has needed additional funding in the past to maintain the ability to match available grants and absorb project cost overruns. The following table presents all of the funded projects as well as projects that are currently being pursued. A comprehensive list of all of the planned City projects is included in the attached Six Year Transportation Improvement Plan; see Appendix A. The total capital needs in the 2019 TIP is approximately \$262 million.

The SR285/North Wenatchee Avenue Master Plan was adopted by the city in 2011 addressing congestion and circulation between US 2 and Miller Street. This plan was prepared by the Chelan Douglas Transportation Council (CDTC) formerly known as the Wenatchee Valley Transportation Council (WVTC) in partnership with property owners, the City, Washington State Department of Transportation (WSDOT), and Chelan County. This corridor has been identified as the highest transportation priority within the CDTC jurisdiction.

Within the Master Plan a number of options were evaluated. The Confluence Parkway alternative was approved by the CDTC as the preferred alternative which also includes a number of identified large and small projects, several on Wenatchee Avenue itself. In an effort to phase improvements associated with North Wenatchee Avenue and the Confluence Parkway, the city developed phase 1 of the plan for implementation in 2013. While the City works to realize Confluence Parkway interim improvements to North Wenatchee Avenue are necessary. Preliminary estimates for this phase are approximately \$55 Million. During the 2015 Legislative session the "North Wenatchee Area Improvements" project was partially funded in the Washington State Legislature. The project identified several components from the North Wenatchee Transportation Master Plan in its scope. These include improvements to the SR2/97 & Easy Street intersection, deployment of an intelligent Transportation System (ITS) through the North Wenatchee corridor, access control and intersection improvements at both the north and south ends of the corridor, safety improvements throughout the corridor and initiation of the environmental review for the larger Confluence Parkway project. Approximately \$23 Million was secured for the North Wenatchee Avenue area between Miller Street and US 2 through the Connecting Washington program.

The WSDOT and city are currently partnering to identify the most effective uses of the Connecting Washington funds within the North Wenatchee Avenue corridor to improve safety, mitigate congestion, improve all modes of transportation, enhance the business district, and improve the northerly gateway into the city.

The city worked with the WSDOT, CDTC and regional partners in 2017 to apply for federal INFRA funding to complete a suite of projects identified as the Apple Capital Loop and proposes to use the Connecting Washington funds as match. The total project size is estimated at approximately \$250 Million. Although no funding was secured in the first application round, the city was successful in securing funds for NEPA for Confluence Parkway, and regional partners will continue to pursue funding through INFRA for the whole suite of projects. Typically large federal funding requests take a number of application cycles to successfully secure funding. The city will continue to move the project forward incrementally while applying for funding.

The City is considering funding approximately \$5 Million in the Western Foothills roads to improve safety as a results of fire danger, improve safety for pedestrians, bikes, and motorists, and to improve circulation. These roads include Skyline Drive, Woodward Drive, North Road, a secondary access connection from Maiden to the Surry Road area, a secondary access connection to Castlerock Ave. from Fifth St. and other intersection improvements.

In 2016, the city adopted a complete streets policy to ensure adequate consideration for non-motorized transportation needs along with enhanced landscaping along transportation corridors.

Arterial Street (Fund 109)

Description	2019	2020	2021	2022-2024
Projects				
McKittrick Signal	2,099,630			
9th Street BNSF At-Grade X-ing	1,462,460			
SR285/S. Wenatchee Ped Safety	618,890			
First Street Bikeway Safety				343,000
N Wenatchee Sidewalks-Median	889,600			
N Wenatchee Ave Pre-design	75,000			
SR285 Easy St./Tech. Way Conn				420,000
Pedestrian and Bicycle Connections	100,000			
NHS Pavement Management	505,000			
Miscellaneous/Minor	50,000	50,000	50,000	150,000
Elliot Street Pathway				185,000
Crawford-Methow Intersection				\$593,000
Crawford-Okanogan Intersection				400,000
Stevens St. Pedestrian Corridor				250,000
Loop Trail Conn: Confluence SP				4,000,000
Walla Walla to Hawley Conn.		100,000	1,910,000	2,530,000
McKittrick/BNSF Grade Separation				26,000,000
Confluence Parkway Phase 2				83,000,000
Red Apple Rd.: Miller to Canal				1,000,000
Springwater Urban: Western to Woodward				1,200,000
Tacoma Street Urbanize	200,000	1,962,000		
Millerdale Improv				1,836,000
McKittrick Phase II, Pine to Stella				1,190,000
Woodward Urban: Fifth to Springwater				1,500,000
Skyline Urban: Red Apple to No. 2 Cyn.				2,150,000
North Road Improvements				800,000
Gunn Rd. Urban: Euclid to Mall				1,000,000
Castlerock to Fifth St. Connector				2,500,000
North Wenatchee Ave: 2nd to 5th				500,000
Walnut St Urban: Pine to Stella				1,500,000
Crawford Ave. Urban: Mission to Avenue				250,000
Fifth/Western I/S Capacity				400,000
Spot and corridor safety improvement projects				900,000
Illumination upgrades	10,000	10,000	10,000	10,000
Wenatchee Ave and Thurston Signal				350,000
Balance of TIP Projects (See TIP)				117,553,548
Total projects	6,010,580	2,122,000	1,970,000	252,510,548

STREET MAINTENANCE PROJECTS

The City street system continues to grow through annexations and development while street maintenance funding has often not kept up. Preservation and maintenance funding levels compared to street growth and inflation have fallen behind, but pavement has been addressed in recent years as can be seen in the overlay section of this report (Pavement Management Program).

City street-related assets include pavement, curb, gutter, sidewalk, illumination, traffic signals and signs, pavement markings, bridges, and other infrastructure. Maintenance of these assets are included in the street maintenance budget 108. In recent years with the formation of the transportation benefit district and development of a pavement management program, some pavement preservation work is being accomplished by city street maintenance personnel.

This section identifies some projects included in the city’s street maintenance budget that are beyond the definition of street maintenance and preservation.

Sidewalk maintenance by city code is the responsibility of the abutting property owners and is not funded otherwise in the city budget except for some minor replacements deemed necessary and the responsibility of the city. A minor budget amount in the 108 fund is intended to deal with sidewalk deficiencies and minor gaps as identified in the table below. The Transportation Benefit District was adopted with a provision dedicating ten percent of the revenues to pedestrian related improvement projects contained within the six year street plan which could help with sidewalk rehabilitation.

Cement concrete streets are not included in the city’s pavement preservation program as their maintenance and preservation is vastly different from that of typical of asphalt roadways, and they are an important feature in our Grandview Historic District. The city has utilized maintenance funding for replacement of cement concrete panels as they become unusable or safety concerns. The 2019 budget proposes additional funding to address the minimal needs of maintaining this small percentage of the street pavement system as indicated in the table below.

Street Maintenance Projects

<i>Year</i>	<i>Project</i>	<i>Fund Source</i>	<i>Funded</i>	<i>Unfunded</i>
2019-2021	Sidewalk Replacement	Street Fund Reserves	150,000	
2019	Concrete Panel Replacment	Street Fund Reserves	100,000	
2022-2024	Sidewalk Replacement	Street Fund Reserves	150,000	
2020-2024	Concrete Street Panel Replacement	Street Fund Reserves		500,000
TOTAL			\$ 400,000	\$ 500,000

BROADVIEW SECONDARY ACCESS

The Broadview Secondary Access Service Area is defined in Title 15 of the Wenatchee Municipal Code. A capital fund was established in 2011 to provide a mechanism for funding and constructing secondary access in the Broadview Area fund through impact fees.

Background: The City Council adopted ordinance 2011-02 to resolve a long standing issue concerning the impacts of additional development to the Broadview Area as a public safety problem due to the lack of secondary access. A technical memorandum detailing the analysis and public process is included in the ordinance by reference. Through an extensive public process it was determined that additional development could occur in the area if mitigated by the construction of a secondary emergency access. Impact fees were established to be applied to new structures created on new lots established after the adoption of the ordinance in 2011.

Each year staff is required to perform the following functions in order to comply with the ordinance:

1. Review the capital estimates for completion of the facilities and make adjustments to the capital estimates in the Capital Facilities Plan. Only those funds anticipated to be collected in years 1-3 should be specified. The balance of funds should be specified in years 4-6.
2. Review the impact fee calculation. Staff shall incorporate revised capital estimates for completion of the facilities and review the structures constructed. In addition, the impact fee ordinance provides an anticipated number of structures and lots to be created. If the cost per structure increase or decrease significantly, then staff shall make recommendations to the City Council to adjust the fees accordingly by ordinance.
3. On an annual basis the City Council shall be provided with a report on the impact fee account showing the source and amount of funds collected and the public improvements financed by those funds as detailed in WCC 15.02.080. The capital facilities plan update and annual budget may serve as such report.

Public Facilities and Fees: The technical memorandum included in the ordinance by reference specifies the specific public facilities to be constructed with impact fees. The total cost for these facilities were estimated at \$741,000 including land, engineering, administration, and construction. During 2012, the Chelan Douglas Land Trust purchased some of the available land where the road will traverse. This does not change the character of the access road construction contemplated under the impact fees; however, it does change the ultimate development pattern along a portion of the road. As the City works through the connection of the road to Fifth Street, there may be a need to re-evaluate the costs and benefited parties

The estimated number of new lots and associated structures to be constructed within the service area was estimated in the report at 112 new dwelling units. Utilizing the capital cost estimates of \$741,000, City contributions of \$200,000, and the number of units anticipated, an impact fee of \$4,830 was calculated. Staff recommends evaluating the fee in 2019 and making adjustments if necessary for the 2020 Capital Facilities Plan.

Given the fires that occurred in 2015 and given development interest to the South, there may be interest in constructing some fire access roads in the near future. Also given the Community Assistance for Wildfire Planning grant recommendations, the lot count in the Broadview area will likely decrease thereby requiring a new calculation for the impact fees. These improvements could come from a

partnership with the Land Trust, City General Fund contributions, and coordination with the PUD for the right of access to their property in the name of public safety and in interest of developing a better barrier between the natural areas of the foothills and the urban area.

Account Activity: Thus far, \$4,830 was collected in 2014. A temporary secondary access was constructed by City crews to address the immediate safety concerns; however, it is not adequate as a permanent solution. These costs for construction of the temporary road are not included in the impact fee calculation.

<i>Date Fee Collected</i>	<i>Deadline for Fee Expenditure</i>	<i>Amount Collected</i>
10/2/2014	9/30/2020	4,830
2018-2022		536,170
TOTAL		\$541,000

It is anticipated that approximately 3 units will be constructed soon based on preliminary discussions with developers. Fees collected must be spent within 6 years as defined by statute. Utilizing fees collected, the City will begin improving North Road to make improvements to this public facility. The anticipated expenditure schedule is provided in the following table:

<i>Year</i>	<i>Project</i>	<i>Fund</i>	<i>Funded</i>	<i>Unfunded</i>
2020	Surry Connection	Impact Fees/City		10,483
2020-2022	North Road - S-Curve	Impact Fees/City		14,490
2020-2022	Balance of Imp. (North Road & Sage Hills)	Impact Fees/City		716,027
TOTAL			\$ -	\$ 741,000

City match includes in-kind engineering and fund from Arterial Streets.

CONVENTION CENTER

The Convention Center is a City-owned facility that is operated under agreement with The Coast Wenatchee Center Hotel. Not only is the Convention Center an anchor facility to Wenatchee’s Historic Downtown, but it is particularly important to the City’s economy. The success of the Convention Center has a direct impact on lodging and food service businesses and therefore, revenue from the operation of the facility and revenue from lodging taxes from hotels within the City are used to operate and maintain the facility as well as pay off long-term capital debt and provide for facility and equipment upgrades and replacements. This funding is reviewed and approved during the annual application process carried out by the City’s Lodging Tax Advisory Committee.

The original Convention Center was built and equipped in 1980 and has had many renovations throughout the years to keep the facility competitive. With guidance from the Lodging Tax Advisory Committee, lodging tax funds have been directed to continue facility upgrades and pay off existing capital bonds. It is expected that in order to keep the Convention Center competitive into the future, a study needs to be completed to look at expansion of the facility based on a current convention center market analysis.

In 2018 the City finished the audio and visual upgrades to the Convention Center. Additional improvements have been made to the fire suppression system, Chair railing, and new tables were purchased for the banquet rooms.

Current projects for 2018 into 2019 include a new dish washing unit, new chairs for the ball room, and the renovation of the downstairs restrooms.

Convention Center Projects

<i>Year</i>	<i>Project</i>	<i>Fund Source</i>	<i>Funded</i>	<i>Unfunded</i>
2019-2021	Minor Capital/Equipment (\$200,000/yr)	106 Reserves	800,000	
2022-2024	Convention Center Expansion Study	LTAC		75,000
Total			\$ 800,000	\$ 75,000

CEMETERY

Over the past 10 years, some necessary improvements have occurred including the construction of a Niche Wall and re-platting of several areas to allow more availability of side-by-side graves and in areas which allow upright memorial markers. Additionally, several rate increases have helped enhance revenue; most significantly, a 6% rate increase was adopted in 2015 as well as the postponement of any additional capital improvements. However, even with the rate increases, overall revenues have not kept pace with the modest rate of increased expenditures and the Cemetery Fund has continued to rely on General Fund transfers in order to continue to operate.

Cemetery Projects

<i>Year</i>	<i>Project</i>	<i>Fund Source</i>	<i>Funded</i>	<i>Unfunded</i>
2019	Cemetery Expansion	Fund 023	\$85,000	
2022- 2024	Cemetery Expansion	Fund 430		\$400,000
Total			\$ 85,000	\$ 400,000

REAL ESTATE EXCISE TAX

The State Legislature authorized cities to impose an excise tax that is paid by the seller of a piece of real estate. The authorization is in two separate sections, with two separate sets of limitations. The authorization (RCW 82.46) has specific limitations and responsibilities for jurisdictions planning under the Growth Management Act.

The 1st quarter percent Real Estate Excise Tax (REET) has fewer limitations, but still must be used for projects included in the Capital Facilities Plan. This tax was first enacted by the city in 1996. The city of Wenatchee has used this funding to pay a portion of the debt service on the 1998 councilmanic bonds for the street overlay program, and now this fund source is being looked to for a portion of the funding of the pavement management program.

The 2nd quarter percent REET has more limitations. The list of capital projects is not as inclusive as the 1st Quarter. This tax was first enacted by the city in 1999. The city has previously dedicated this entire portion of the Real Estate Excise Tax to the Street Overlay program, which is authorized under the legislation.

RCW 82.46.010(7) and 82.46.035(7) allow the City to use the greater of \$100,000 or 25 percent of available REET funds annually, but not to exceed \$1 million per year, for the operation and maintenance (O&M) of existing capital facilities.

Below is an overview of the two different legislative authorizations:

1st Quarter percent REET -- RCW 82.46.010

The legislative authority of any city may impose an excise tax on each sale of real property in the corporate limits of the city for the city tax at a rate not exceeding one-quarter of one percent of the selling price. After April 30, 1992, revenues generated from the tax imposed under RCW 82.46.010 in cities over five thousand population that are required or choose to plan under RCW 36.70A.040 shall be used solely for financing capital projects specified in a capital facilities plan element of a comprehensive plan and housing relocation assistance under RCW 59.18.440 and 59.18.450. However, revenues (a) pledged by such counties and cities to debt retirement prior to April 30, 1992, may continue to be used for that purpose until the original debt for which the revenues were pledged is retired, or (b) committed prior to April 30, 1992, by such counties or cities to a project may continue to be used for that purpose until the project is completed.

As used in this section, "capital project" means those public works projects of a local government for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets; roads; highways; sidewalks; street and road lighting systems; traffic signals; bridges; domestic water systems; storm and sanitary sewer systems; parks; recreational facilities; law enforcement facilities; fire protection facilities; trails; libraries; administrative and/or judicial facilities; river and/or waterway flood control projects by those jurisdictions that, prior to June 11, 1992, have expended funds derived from the tax authorized by this section for such purposes; and, until December 31, 1995, housing projects for those jurisdictions that, prior to June 11, 1992, have expended or committed to expend funds derived from the tax authorized by this section or the tax authorized by RCW 82.46.035 for such purposes.

1st Quarter percent Projects

In 2019, the City anticipates it will receive approximately \$580,000 from the 1st quarter percent real estate excise tax. This tax was first enacted by the city in 1996. The city of Wenatchee uses REET to pay a portion of the debt service on the 2007 councilmanic bonds for the construction of the City's Public Service Center. It is also anticipated that REET will be used to finance bonds for the new City Hall remodel. Real estate excise tax not used for debt service will be reserved for transportation projects until future bonds have been issued.

1st 1/4% REET	2019	2020	2021	2022	2023	2024
Revenue						
<i>1st 1/4% REET</i>	580,000	550,000	520,000	480,000	450,000	420,000
<i>Interest income</i>	2,000	2,000	2,000	2,000	2,000	2,000
<i>Total revenues</i>	582,000	552,000	522,000	482,000	452,000	422,000
Projects						
<i>Bond payments for PSC 2016 LTGO</i>	224,750	221,350	221,250	226,000	220,450	219,900
<i>Bond payment for New City Hall *</i>	320,000	270,000	220,000	169,000	144,000	144,000
<i>Total projects</i>	544,750	491,350	441,250	395,000	364,450	363,900
<i>Revenues over (under) projects</i>	37,250	60,650	80,750	87,000	87,550	58,100
<i>Beginning fund balance</i>	700,000	737,250	797,900	878,650	965,650	1,053,200
<i>Ending fund balance</i>	737,250	797,900	878,650	965,650	1,053,200	1,111,300
*New City Hall Bond Issuance pending for 2019 or 2020						

2nd Quarter percent REET-- RCW 82.46.035

The legislative authority of any city that plans under RCW 36.70A.040(1) may impose an additional excise tax on each sale of real property in the corporate limits of the city for the city tax at a rate not exceeding one-quarter of one percent of the selling price. Revenues generated from the tax imposed RCW 82.46.035 shall be used by such counties and cities solely for financing capital projects specified in a capital facilities plan element of a comprehensive plan. However, revenues (a) pledged by such counties and cities to debt retirement prior to March 1, 1992, may continue to be used for that purpose until the original debt for which the revenues were pledged is retired, or (b) committed prior to March 1, 1992, by such counties or cities to a project may continue to be used for that purpose until the project is completed.

As used in this section, "capital project" means those public works projects of a local government for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, and planning, construction, reconstruction, repair, rehabilitation, or improvement of parks.

The 2nd Quarter percent REET is proposed to be used primarily for the city's street overlay program/pavement management program. In 2019, the city is forecasting revenues of \$580,000; see table in Street Overlay section above.

HOMELESS/HOUSING/CDBG PROGRAMS

The City of Wenatchee administers homeless and affordable housing programs on behalf of Chelan and Douglas Counties. Funding is received from three main sources:

1. The Chelan-Douglas Local Homeless Fund is generated through local document recording fees. Annual revenue fluctuates depending on the number of documents recorded in each county but averages approximately \$800,000/year.
2. The City of Wenatchee Low-Income Housing Fund is generated through local document recording fees in Chelan County. Annual revenue fluctuates depending on the number of documents recorded in the county but averages approximately \$40,000/year.
3. The Washington State Consolidated Homeless Grant is distributed by the Washington State Department of Commerce. This program distributes approximately \$685,000/year to the Chelan and Douglas county region.

The City typically passes these funds through to partner agencies that operate social service programs such as shelters, food banks, rent assistance, counseling, and other similar programs. Occasionally, these funds help construct capital facilities and thus this description is included in the Capital Facilities Plan. At this time there is only one capital project planned with these funding sources. Catholic Charities Housing Services was awarded a four-year grant (\$724,000 total) to develop a low-income housing complex that will provide 31 designated permanent supportive housing units for chronically homeless households with disabilities. However, with housing supply and costs being identified as a crisis, the city anticipates investment in additional housing as detailed in the Partnerships section of this plan.

During 2014, the City performed a reserve analysis of this fund. The Homeless Steering Committee whom provides recommendations for expenditures of these funds agreed upon a reserve policy to account for the variability of revenues and to address emergency needs. The reserve policy is \$250,000 in total of which \$150,000 is held in reserve to address variable revenues and \$100,000 is held for one-time emergency projects or needs for providers. As an example, one-time expenses could be for capital associated with a provider's facilities. Capital investments for homeless services are rarely city owned, but are important to the provision of social services in the City.

In 2005, the City became a CDBG Entitlement Community. Federal funding for this program began to rise in 2014 after a period that saw a large decline in award funding. Recent funding levels have stayed around the \$200,000 level with the exception of 2018 that saw an increase closer to the \$250,000 level (\$242,460). The CDBG program year starts April 1 and ends March 31 of each year. In 2018, the Council approved a program year adjustment to have the start date be October 1 and the end date September 30 starting with the 2019 program year; this is subject to HUD's approval. These funds are used for grant administration and staff time, public service programs, small-scale neighborhood revitalization projects and large public infrastructure projects. The CDBG Consolidated Plan update will begin in 2019 with a stronger focus on economic development opportunities.

Funding is being utilized in the South Central Wenatchee neighborhood where the highest amount of low- to moderate-income individuals live as well as where the highest rates of crime have been identified. Efforts are designed to enhance positive neighborhood attributes and discourage the challenges the neighborhood faces from expanding. The City has successfully leveraged CDBG funding for Safe Routes to School projects and coordinates efforts to align with the “Ten-Year Plan to Reduce Homelessness in Chelan & Douglas Counties” around housing needs.

In 2014, The Chelan Avenue Sidewalk Project began and will see construction completion by the end of 2018 with invoice payments seeing completion by end of 2019. This project includes sidewalk, pedestrian scale lighting, public art, landscaping and incorporates traffic calming. The timing of fully closing out this project aligns with that of the CDBG Consolidated Plan update.

In order to complete a required Affirmatively Furthering Fair Housing (AFFH) Plan as a component of the Consolidated Plan Update in the most cost effective and collaborative way, the 2013-2017 Consolidated Plan was extended by two year (2013-2019). This allows the City of Wenatchee to create a regional plan in partnership with the City of East Wenatchee and the Housing Authority of Chelan County and the City of Wenatchee. Efforts will begin in 2019.

The following table illustrates a list of projects consistent with the recently extended 2013-2019 Consolidated Plan. This projection assumes available CDBG funding and all capital projects are outlined in each year’s respective Annual Action plan. Identified in this plan are programs and projects such as infrastructure, parks and/or economic and community development.

<i>Year</i>	<i>Project</i>	<i>Funding Source</i>	<i>Funded</i>	<i>Unfunded</i>
2019	Chelan Avenue	CDBG - Entitlement	85,000	
2019	CDBG Annual Action Plan	CDBG - Entitlement	20,000	
2022-2024	CDBG Consolidated Plan	CDBG - Entitlement		1,100,000
			\$	\$
TOTAL			105,000	1,100,000

LOCAL REVITALIZATION FINANCING DISTRICT – WENATCHEE WATERFRONT

The city adopted the waterfront subarea plan in 2004. This redevelopment and revitalization plan focuses on changing the character of the waterfront to compliment the waterfront parks through mixed use development. The city has been very active in furthering this plan over the last 15 years through the investment in public infrastructure. With recent private investment, momentum is growing on the waterfront. The city continues to advocate for the development of the waterfront and furtherance of the objectives of the plan.

The City was awarded a state rebate in 2009 presenting opportunities to fund and complete additional projects on the waterfront utilizing the State Local Revitalization Financing (tax increment financing) program. These projects must be used for public improvements that stimulate economic growth within the District. In concert with this award, ordinance 2009-26 established the local revitalization district entitled “Wenatchee Waterfront” which includes the area bounded by the Columbia River to the east and the railroad tracks and Walla Walla Avenue to the west. The District is bounded by Thurston Street to the South and Walla Walla Park to the North. The ordinance was amended in 2013 with ordinance 2013-14 to add eligible projects. It is anticipated that the ordinance will need to be modified again to accomplish other projects identified in the waterfront subarea plan or projects that arise that will directly support redevelopment. Several projects associated with the Pybus Market Charitable Foundation, Port of Chelan County, and the Chelan County PUD have already been completed and the City is currently using LRF proceeds to pay down associated debt. Projects completed to date include the Wastewater Treatment Plant odor and visual mitigation, the Pybus Public Market, parking behind the public market, improvements to the PUD access road, park expansion at the former Public Works site, improvements to Worthen Street, the Worthen/Orondo stairs project, and purchase of the property underlying the Pybus Market. The sales tax annual rebate of up to \$500,000 will be received by the City until year 2037. The rebate may only be used to pay for debt on public improvement projects. The City issued a General Obligation Bond prior in 2016 to refinance and maximize the use of LRF funds. Some of the following projects are taken from directly from the waterfront subarea plan if they can be used to incentivize redevelopment. Other projects have been developed based on needs that have arisen due to successful development, such as parking around the Pybus Market area. This parking will be needed to further economic growth in the South Node with the anticipated construction of a hotel on the former Public Works property. Included in the list of projects is a development support fund that could be used for public private partnerships where public improvements are needed utilizing pay as you go property tax increment that will continue to be revenue for the district after all the bond proceeds have been expended. The LRF statutes authorize expenditures of local increment broadly in support of redevelopment.

Year	Project	Fund Source	Funded	Unfunded
2019	Ninth Street - Linden Tree Parking Expansion	LRF Bond	350,000	
2019	Waterfront Parking Garage	LRF Bond	3,150,000	
2019	Gateways (Thurston, Fifth, Ninth) S1, S6, S7	LRF Bond	440,000	
2019-2021	Pybus Plaza	LRF Bond	240,000	
2019-2021	Walla Walla pedestrian access	LRF Bond	50,000	
2022-2024	Dev. Support Funds	LRF - Pay as you go		300,000
Total			\$ 4,230,000	\$ 300,000

ECONOMIC DEVELOPMENT/ PARTNERSHIP PROJECTS

Economic Development is identified in the Comprehensive Plan as a community goal to enhance the quality of life of citizens. In addition, the Wenatchee Valley serves as a regional commerce hub for North Central Washington and portions of the Columbia Basin. Beginning early in 2000, the City began to see major sales tax generators either moving out of the city or locating primarily in East Wenatchee and Douglas County. Most of the growth for these large sales tax generators is expected to occur where land is plentiful outside the City limits. As a result economic development efforts have become a focus of the City in order to sustain public services and to shape our community as the city experiences dynamic growth over the next 10 -15 years. Wenatchee is one of many cities are targeting economic development through public private partnerships and/or through strategic investments from public agencies working together. The Pybus Public Market is a great example of a partnership project. From time to time, there may be a need to cooperate on community facilities or economic development projects that provide a regional benefit or projects that fall outside of the traditional infrastructure projects anticipated for a City. For example, with the 2017 tax act, opportunity zones were created to replace the New Market Tax Credit system. Opportunity zones are designed to spur investment in designated low income tracts. Wenatchee was awarded two opportunity zones which includes all of downtown and south Wenatchee. Public private partnerships are anticipated to accompany investments using the Opportunity Zones. A number of the projects listed below are located in opportunity zones.

1. The City is partnering with WSU to perform an Integrated Planning Grant funded by the Department of Ecology for approximately 9 acres of property scheduled to be sold at the WSU Treefruit Research and Extension Center located at the corner of Western and Springwater Avenues. The objective of the grant is to determine if the property is encumbered by contamination and develop a plan for the property that considers housing that would support research and education related jobs in our valley.
2. During 2016, the City invested \$15,000 on behalf of the region to address a burgeoning housing crisis. The study found that there is a lack of market rate housing stock and a housing mismatch in terms of housing sizes. The result of this deficiency is inflated housing prices and down renting which is placing considerable pressure on units that should be affordable. Thus, the study recommended a number of actions to help facilitate the construction of both market rate housing and affordable housing. Investing in capital improvements identified in this plan is recommended to increase the supply of readily

developable land. The city anticipates using the general fund and utilities to assist in preparing infrastructure to support development of housing market rate and affordable housing. In addition, to this investment, the city surplussed one of its downtown parking lot properties for the use of downtown podium style housing to help with housing supply through a public private partnership. This type of housing is expensive and thus partnerships are typical to address the cost of below grade parking. Market rate housing is easier to achieve in the short term benefit for all housing affordability ranges. Longer range efforts are also needed to support the development of subsidized and affordable housing stock. Partnerships with non-profit entities that utilize State and Federal tax credits and incentives create the best opportunities for developing projects that will supply 100 units or more.

3. The City is working closely with the Wenatchee Downtown Association to develop projects identified in the adopted Central Business District subarea plan including improvements to downtown parking, streetscape (LID), utility improvements, truck traffic re-rerouting, bike facility, public space improvements, the development of a new workforce housing project, redevelopment of the vacant upper stories of historic buildings, improvements to the Convention Center as discussed earlier and development of connections to the South Node of the Waterfront. The City performed a downtown parking study in 2016. This parking study analyzed existing parking capacity, usage, and current opportunities to better utilize parking. The study also identified management strategies areas of surplus supply and deficiencies of parking in the downtown and South node of the waterfront. In general, the plan identified a surplus of parking in the study area equating to approximately 1,500 stalls. At the same time, the study illustrated a need for additional parking in the area of the Convention Center and Public Market due to high peak demands. In order to improve the vitality of downtown, the study suggests the city focus on management of the on street system and encourage redevelopment of surface lots to increase business activity until the sweet spot of 70-85% utilization rates are achieved. Over the long term, it is the goal to improve vitality and the demand for parking to warrant construction of parking garages rather than using surface parking for employees and residents, while the on street system is focused to serve customers and visitors. This means that the city will need to maximize on-street parking and discourage surface lots. This plan identifies a funding estimate to increase on street supply and additional funding for off street parking for city employees within the Police Station and City Hall in the General Facilities Section. This plan also includes parking expansion near Pybus in the LRF section of the plan. Partnership projects will likely arise in the development of public private partners for shared parking of underutilized city and private parking lots.

4. A long term goal of the City has been to facilitate to relocation of the Burlington Northern Santa Fe (BNSF) switch terminal located at the intersection of Columbia and Thurston Streets to the Appleyard. Recent development of the Pybus Public Market has demonstrated to the community the importance of this project. Presently, BNSF uses the terminal to service trains with crew changes. During periods of train service, trains park on the tracks often for periods of more than one hour at a time. In 2013, the Orondo crossing was monitored for several days to verify train patterns. Upon discussion with BNSF staff, train traffic is expected to increase with the improving economy. With increased activity on the waterfront and these blockages of specifically the Orondo and Ninth Street crossings, there is a community desire to address the problem. The Chamber of Commerce, Wenatchee Downtown Association, and Pybus Market requested that the City take a closer look at relocation options. In 2014, the City partnered with Chelan County, Chelan County Port District, Link Transit, the Chelan Douglas Transportation Council, Wenatchee Downtown Association, Wenatchee Valley Chamber, and the Pybus Market to raise \$35,000 for a relocation study. BNSF presented the results of this study in March of 2015. The study provided results that were different from originally anticipated in that it recommended moving the switching operation to a new 22,500 foot siding in Malaga. The total cost of this project is estimated at \$32 Million. This revised outcome not only accomplishes the original goal of preventing blockage of the crossings in Wenatchee, but also addresses access problems along the Malaga Waterfront. This project could have the added benefit of opening up 190 acres for development in Malaga. Through working with Chelan County and the Transportation Council, another option may be to relocate the facility to Douglas County near the Mouth of Moses Coulee. It is noted that BNSF is interested in this project and has been a proactive partner.

4. The City continues to successfully partner with the Trust for Public Lands and Chelan Douglas Land Trust to realize projects in the foothills west of the City implementing the Foothills Trails Plan. Projects are designed to not only protect habitat areas in perpetuity but also provide readily accessible, outdoor recreation opportunities for residents and visitors of the community. Projects range from gateways, trailheads and outdoor education areas to natural area and trail acquisition projects. Specific partnership projects related to the Wenatchee Foothills are contained in the Parks and Recreation portion of this document.

5. In October of 2012, a Sustainable Design Assessment Team sponsored by the American Institute of Architects visited South Wenatchee to perform an assessment and make unbiased recommendations of what could be done to improve South Wenatchee. The team developed a report suggesting transportation improvements, public art ideas, neighborhood enhancements, and economic redevelopment suggestions. The community is followed this

process with the development of a subarea plan. The subarea plan was adopted in 2017 as part of the City's comprehensive plan update and it includes a number of improvements including a pedestrian bridge connection between the Pipeline Bridge and Columbia Street at Bridge Street, intersection improvements on SR 285 at the intersection of Chehalis, sidewalks, park improvements, gateways, public art and lighting within neighborhoods and a number of other specific items. For a detailed list, please refer to the subarea plan. This plan identifies these improvements in a lump sum item until they can be distributed throughout the city capital plans. Note: Some duplication will occur in the total provided in this section until all of the other sections can be updated to include these improvements.

6. During the summer of 2015, the Sleepy Hollow Fires burned 3 major industrial facilities in North Wenatchee. In order to facilitate the best redevelopment opportunities, the City developed a Master Plan for approximately 50 acres of the impacted area during 2016. This area also includes the 7.5 acre Washington State Department of Transportation (WSDOT) Administrative offices property scheduled to be vacated in the spring of 2018. The Master Plan identifies road and utility work totaling \$37 Million which will enable an estimated \$245 Million in private investments including up to 850 residential units, office, light industry flex space, and retail space along Wenatchee Avenue. The city has been working to secure properties and right of way through early acquisition to facilitate redevelopment in the area. Community Economic Revitalization funding was received to establish the McKittrick Street right of way in partnership with Stemilt growers and location of the Diamond Foundry. After right of way is secured, the city will sell remnant properties to encourage private investment. In addition, the city will pursue funding for major elements of this work and anticipates submitting for a Federal Grant that will tie North Wenatchee Avenue improvements in with Confluence Parkway. Note that some of these costs are duplicated with the transportation improvements portion of this plan.

7. A national campaign to develop makerspaces to foster innovation in manufacturing and promote workforce development in the trades is currently underway. The City is working with other economic development agencies, the school district, and community college to explore the development of makerspaces in the region. For example, The Apple Valley STEM network is applying for a grant to secure a space for FabLab. While makerspaces are not typically owned and operated by cities, the capitalization requirements for the development of a space may require a public private partnership. The City may also help facilitate the acquisition of grants to help develop and achieve this emerging goal. The City helped facilitate the development of a small makerspace in the Museum in 2016. In addition, similar to makerspaces, the city may make investments to support co-working space to facilitate incubation of private business and specifically technology based businesses. Co-working space provides interim locations for businesses to locate while

space is being developed for a permanent location.

8. The South Wenatchee Action plan was completed in 2016 and adopted in 2017 as part of the city's Comprehensive Plan. The priorities in the plan include basic infrastructure around sidewalks, lighting, and parks. In addition, the plan includes a number of elements to grow and improve the South Wenatchee business district, such as extension of the Columbia River pipeline bridge and connection to the Apple Capital Loop Trail. Another example is the development of a food truck plaza honoring the cultural diversity in South Wenatchee. This section of the plan includes by reference a number of projects that support workforce development, entrepreneurship, education, business growth, and investment in this portion of the city. The city's purchase of a portion of the Federal Building to house City Hall is an example of one such project.
9. The city circulation plan identifies need for fire access in the Wenatchee Foothills. The Broadview Impact fee section of this plan addresses one area of this circulation plan. Additional work is necessary to make connections to Springwater, Fifth Street, and Maple Street for traffic circulation beyond just fire access. The City is exploring public private partnership options to help satisfy the foothills road circulation needs between Maple Street and Springwater Avenue. One such road improvement that is needed is a deficient section of Maple Street between the irrigation canal and Benoy Street. The estimated cost of this section of street is \$600,000.

The following table capture potential city partnership matches to projects that are already included in the preceding sections of this plan to avoid double counting projects.

Economic Development / Partnership Projects

Year	Project	Fund	Funded	Unfunded
2019	WSU Property Housing Project - IPG Grant	Dept. of Ecology	200,000	
2022-2024	Market Rate Housing	General Fund/In-kind/Private/Utilities		750,000
2022-2024	Downtown Parking Partnerships	General Fund/Downtown/Private		2,000,000
2022-2024	Burlington Northern Relocation	CERB/TIF/MTCA/Freight/TIGER		1,000,000
2019-2024	North Wen Master Plan Infrastructure	PWTF/TIB/FED/TIB/Utility/Other		5,000,000
2022-2024	Maker Space/Co Working Space Support	General Fund		100,000
2022-2024	South Wenatchee Subarea Plan Projects	PWTF/TIB/FED/TIB/Utility/Other		5,000,000
2022-2024	Maple Street/Springwater Foothills Access Connections	PWTF/TIB/FED/TIB/Utility/Other		1,000,000
TOTAL			\$ 200,000	\$ 14,850,000

CONCLUSIONS AND RECOMMENDATION

The total value of the capital improvements identified in this plan is \$451 Million. The distribution of identified needs make it difficult to prioritize where the limited funds the city has for capital should be applied. The city has historically relied on grants for much of the infrastructure especially related to road, parks, and economic development related improvements, and has been very successful in obtaining them. General facilities maintenance capital and new facilities are the hardest to fund and often require issuance of bonds or the use of reserves to make improvements. As the city looks forward, its continued creativity and use of tools such as tax increment financing, private partnerships, tax credit incentive programs, and local tax options will continue to be needed. Having a good understanding of public policy, developing implementation plans, and being highly proactive in discovering and using these tools will help address the city's capital needs. It is the intent of this capital facilities plan to prioritize and look for creative solutions to support the City's Urban Area Comprehensive Plan and stay concurrent with the governing laws of the city, state, and nation.

