



## WENATCHEE CITY COUNCIL

Thursday, April 25, 2019

Wenatchee City Hall  
Council Chambers  
301 Yakima Street, 2<sup>nd</sup> Floor  
Wenatchee, WA 98801

### AGENDA

#### 5:15 p.m. Regular Meeting

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

#### 2. Consent Items:

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

Vouchers:

Claim checks #190082 through #190156 in the amount of \$397,859.91 for April 11, 2019

Claim checks #190157 through #190227 in the amount of \$363,254.11 for April 12, 2019.

Payroll distribution in the amount of \$348,380.00 for April 19, 2019

Payroll distribution (retirees) in the amount of \$12,352.41 for April 30, 2019

#### 3. Citizen Requests/Comments.

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

#### 4. Presentations.

- Poppy Days Proclamation
- GIS Update

#### 5. Action Items.

##### A. White Annexation

Presented by Housing & Community Planner Brooklyn Holton

*Motion to approve Resolution No. 2019-17, fixing time for hearing on petition for annexation of an unincorporated area located generally on the east side of Methow Street between Broad Street and Hidden Meadow Drive and bordered to the west by parcels in city limits also known as the White Annexation.*

- B. Wastewater Treatment Plant Digester #4, City Project No. 1810  
Authorization for Design Services  
Presented by Senior Engineer Jeremy Hoover

*Motion for City Council to authorize the Mayor to negotiate with HDR for design services for the Wastewater Treatment Plant Digester #4 (Project No. 1810) and further authorize the Mayor to sign a contract on behalf of the City.*

- C. Tacoma Avenue Improvements, City Project No. 1907  
Authorization for Design Services  
Presented by Project Engineer Jake Lewing and Engineering Services Manager Jacob Huylar

*Motion for City Council to authorize the Mayor to negotiate with SCJ Alliance for design services for the Tacoma Avenue Improvements Project No. 1907, and further authorize the Mayor to sign a contract on behalf of the City.*

- D. Surplus Property Sale – Les Schwab Tire Center of Washington  
Presented by Economic Development Director Steve King

*Motion for City Council to authorize the Mayor to sign a purchase and sale agreement with Les Schwab Tire Center of Washington, and further negotiate final details of the agreement.*

- E. Kiwanis Methow Park Improvements  
Presented by Parks, Recreation & Cultural Services Capital Projects Manager Charlotte Mitchell

*Motion for City Council to authorize the Mayor to sign a standard construction contract with KRCI in the amount of \$2,693,082.50 for construction of the Kiwanis Methow Park Improvements Project.*

## **6. Public Hearing Items.**

- F. Draft Amendment I for 2018 Annual Action Plan  
Presented by Housing & Community Planner Brooklyn Holton

*Motion for City Council to adopt the CDBG draft Amendment I to the 2018 Annual Action Plan as a final version and authorize the Mayor to sign any updated applications, certifications, assurances or contracts necessary as a result of the amendment.*

**7. Reports.**

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

**8. Announcements.**

**9. Adjournment.**



**WENATCHEE CITY COUNCIL**  
**Thursday, April 11, 2019**  
Wenatchee City Hall  
Council Chambers  
301 Yakima Street, 2<sup>nd</sup> Floor  
Wenatchee, WA 98801

**DRAFT**

**MINUTES**

**In attendance:**

**Mayor Frank Kuntz**  
**Councilmember Jim Bailey**  
**Councilmember Ruth Esparza**  
**Councilmember Lyle Markhart**  
**Councilmember Keith Huffaker**  
**Councilmember Mark Kulaas**  
**Councilmember Linda Herald**

**Staff in attendance:**

Executive Services Director Allison Williams  
City Attorney Steve Smith  
City Clerk Tammy Stanger  
IS Support Tim McCord  
Parks, Recreation & Cultural Services Director David Erickson  
Utilities Engineer Jeremy Hoover  
Economic Development Director Steve King  
PIO Annagrisel Alvarez  
Public Works Director Rob Jammerman  
Police Chief Steve Crown  
Police Detective Steve Evitt  
Community Development Director Glen DeVries  
Operations Manager Aaron Kelly

---

**5:15 p.m. Regular Meeting**

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

Mayor Frank J. Kuntz called the meeting to order at 5:15 p.m. Councilmember Mark Kulaas led the Pledge of Allegiance. The excused absence of Councilmember Mike Poirier was noted for the record. Councilmember Keith Huffaker was absent (but arrived shortly after the meeting started).

**2. Consent Items:**

- Motion to approve agenda, vouchers, and minutes from previous meetings.
- Resolution No. 2019-18, declaring certain personal property surplus to the needs of the City of Wenatchee and authorizing the Department of Public Works to dispose of the personal property identified herein.

Motion to approve the consent items by Councilmember Mark Kulaas. Motion seconded by Councilmember Jim Bailey. Motion carried (5-0).

(Councilmember Keith Huffaker arrived to the meeting.)

### 3. Citizen Requests/Comments.

The following people spoke to the City Council with their concerns regarding Planned Parenthood and abortions:

- John Smith, 5825 Evergreen Drive, Cashmere, WA
- Rose Novak, 619 Kittitas, Wenatchee, WA
- Jake Eakin
- Dale Peterson, Wenatchee
- David Abbott, 301 Kray-Ike Court, Wenatchee, WA
- Floka Kellogg, Wenatchee

### 4. Presentations.

- Child Abuse Awareness and Prevention Month Proclamation read by Councilmember Linda Herald and presented to Chelan-Douglas CASA Program representatives Kenzie Conley and Lisa Melvin.
- Arbor Day Proclamation read by Councilmember Lyle Markhart and presented to Bonnie Orr who said a few words about the tree distribution event scheduled for Saturday, April 13.

### 5. Action Items.

#### A. Cemetery Code Update

Parks, Recreation and Cultural Services Director David Erickson presented the staff report.

Motion by Councilmember Keith Huffaker for City Council to adopt Ordinance No. 2019-15, amending and restating Chapter 9.04 Cemetery of the Wenatchee City Code; and repealing all prior ordinances in conflict herewith. Councilmember Linda Herald seconded the motion. Motion carried (6-0).

#### B. WWTP Equalization Basin Liner Replacement – Project No. 1620 Budget Amendment Approval and Authorization to Award Construction Contract

Utilities Engineer Jeremy Hoover presented the staff report. Council asked questions.

Motion by Councilmember Linda Herald for City Council to approve the budget amendment presented to the Finance Committee and included as an exhibit to this report, and award the contract for construction of the WWPT Equalization Basin Liner Replacement (Project No. 1620) to KRCI, LLC, in the amount of \$227,840.54, and further authorize the Mayor to sign the Construction Contract. Councilmember Lyle Markhart seconded the motion. Motion carried (6-0).

C. WWTP Equalization Basin Liner Replacement Construction Inspection Contract

Utilities Engineer Jeremy Hoover presented the staff report.

Motion by Councilmember Keith Huffaker for City Council to authorize the Mayor to sign Consultant Supplemental Agreement #3 on behalf of the City with HDR, Inc., for construction inspection services for the Wastewater Treatment Plant Equalization Basin Liner Replacement (Project No. 1620). Councilmember Ruth Esparza seconded the motion. Motion carried (6-0).

D. Skyline Transmission Line Replacement – Project No. 1704  
Authorization for Consultant Supplement Agreement #3

Utilities Engineer Jeremy Hoover presented the staff report.

Motion by Councilmember Jim Bailey for City Council to approve the budget amendment presented to the Finance Committee, and that the City Council authorize the Mayor to sign Consultant Supplemental Agreement #3 on behalf of the City with BHC Consultants, LLC, for additional sanitary and storm sewer design services with the Skyline Reservoir Transmission Line Replacement (Project No. 1704). Councilmember Lyle Markhart seconded the motion. Motion carried (6-0).

E. Purchase and Sale Agreement – Mission/Kittitas Parking Lot

Economic Development Director Steve King presented the staff report. Council asked questions.

Motion by Councilmember Linda Herald for City Council to authorize the Mayor to sign a Fifth Amendment to the Real Estate Purchase and Sale Agreement with Weidner Apartment Homes for the Mission and Kittitas parking lot, extending the due diligence period to June 30, 2019. Councilmember Jim Bailey seconded the motion. Motion carried (6-0).

## 6. Reports.

### a. Mayor's Report

The Mayor reported on the following:

- The college district meeting was held this week. Councilmember Mark Kulaas attended that meeting and provided an update.
- The Confluence Parkway/NEPA meeting last night was well attended. Economic Development Director Steve King provided a recap.
- The Mayor is part of the airport work group that recently met. They discussed merging the two Port Districts and possibility of a 1/10 of 1% sales tax ballot measure.
- Staff has been watching Olympia. Work continues on NEPA funding and there is hope our housing bill could be revived.
- With the announcement that Lineage will be selling its Wenatchee properties, there is a possibility that parking on Worthen Street could be located around the Lineage rail spur. The parking garage design process has been put on hold for a bit while staff takes a further look.

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

## 7. Announcements.

- The Tourism Promotion Area board meets next Wednesday.
- The Flywheel Conference is next Thursday.
- The recycling event is Saturday.

## 8. Adjournment. With no further business the meeting adjourned at 6:22 p.m.

---

Frank J. Kuntz, Mayor

Attest:

---

Tammy L. Stanger, City Clerk

**WENATCHEE CITY COUNCIL WORK SESSION**  
**WENATCHEE CITY HALL COUNCIL CHAMBERS**  
**301 Yakima Street, 2<sup>nd</sup> Floor**  
**Wenatchee, WA 98801**  
**Thursday, April 18, 2019**  
**5:15 p.m.**

**DRAFT**

**Minutes**

Present:

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

Staff Present:

Executive Services Director Allison Williams  
City Clerk Tammy Stanger  
Public Information Officer/ Deputy Clerk Annagrisel Alvarez  
Economic Development Director Steve King  
Public Works Director Rob Jammerman  
Environmental Manager Jessica Shaw  
Utilities Manager John Ricardi  
Police Chief Steve Crown

***DISCUSSION ITEMS:***

- A. Flood Control Zone District Annual Report. Chelan County Public Works Director/County Engineer Eric Pierson and Chelan County Stormwater Manager Jason Detamore presented the Flood Control Zone District Annual Report and an overview of the regulations, risk assessment, mitigation strategies and maintenance strategies for the Comprehensive Flood Hazard Management Plan.
- B. Land Surface Modification Permits. Environmental Manager Jessica Shaw and Utilities Manager John Ricardi provided an update to the Council on the purpose, benefits, goal and recommendations for moving forward with the Land Surface Modification Permit process. Staff will bring forward a recommendation to the City Council for approval in May.



With no further items to discuss, the meeting adjourned at 6:06 p.m.

---

Frank J. Kuntz, Mayor

Attest:

---

Tammy L. Stanger, City Clerk



# Proclamation

WHEREAS, the American Legion each year sponsors, throughout the State of Washington, a campaign for the distribution of crepe paper poppies; and

WHEREAS, all proceeds from the distribution will be used for the benefit of the men and women now serving in all armed forces, needy war veterans, the orphans and widows of deceased veterans; and

WHEREAS, this charitable drive will enable all citizens to show their gratitude to service men and women and have a part in contributing to the assistance rendered to needy and disabled war veterans and their families.

NOW, THEREFORE, I, Frank J. Kuntz, Mayor of the City of Wenatchee do hereby proclaim the month of May as:

*“POPPY DAYS”*

in the City of Wenatchee and I urge all citizens to support this worthy cause by wearing the Poppy during this period.



IN WITNESS WHEREOF, I hereby set my hand and cause the seal of the City of Wenatchee to be affixed on this 25<sup>th</sup> day of April, 2019.

FRANK J. KUNTZ, Mayor

---

**COUNCIL AGENDA REPORT  
COMMUNITY DEVELOPMENT DEPARTMENT**

---

**TO:** Mayor Frank Kuntz  
City Council Members

**FROM:** Glen DeVries, Director  
Brooklyn Holton, Housing and Community Planner

**SUBJECT:** Annexation, Resolution 2019-17, Notifying Intent to Annex

**DATE:** April 22, 2019

**MEETING DATE:** April 25, 2019

---

**I. OVERVIEW**

On January 28, 2019 a ten percent (10%) Petition for Annexation was brought before the Wenatchee City Council for property in an unincorporated area located on the east side of Methow Street between Broad Street and Hidden Meadow Drive. The approving motion set the annexation boundary, adopted existing land use designation as Residential Moderate and required the annexation area to assume existing city indebtedness.

A 60 percent annexation petition was established and circulated following approval of the 10 percent petition. The petition has been signed by the majority property owners for the annexation area and certified by the Chelan County Assessor.

Chelan County established a Boundary Review Board and the City of Wenatchee is to provide them with a notice of intent to annex. Resolution 2019-17 provides this notice pursuant to Chapter 1.09 of the Chelan County Code and Chapter 36.93.090 RCW.

**II. ACTION REQUESTED**

Staff is requesting the City Council approve Resolution 2019-17 providing notice of intent to annex to, and requesting action from, the Chelan County Boundary Review Board.

**III. BUDGET IMPACTS**

No anticipated budget impacts.

**IV. ATTACHMENT(S)**

1. Resolution 2019-17
2. Legal Description
3. The 60% Map
4. The 60% Petition
5. Determination of Sufficiency of Petition for Annexation

**V. MOTION**

I move to approve Resolution 2019-17, providing the Chelan County Boundary Review Board with a notice of intent to annex an unincorporated area located on the east side of Methow Street between Broad Street and Hidden Meadow Drive also known as the White Annexation.

**COUNCIL AGENDA REPORT**  
**COMMUNITY DEVELOPMENT DEPARTMENT**

---

---

**VI. ADMINISTRATIVE ROUTING**

Tammy Stanger  
Kim Schooley

**RESOLUTION NO. 2019-17**

**A RESOLUTION,** fixing time for hearing on petition for annexation of an unincorporated area located on the east side of Methow Street between Broad Street and Hidden Meadow Drive and bordered to the west by parcels in city limits also known as the White Annexation.

**WHEREAS,** there has been filed with the City Council of the City of Wenatchee, a Petition for Annexation of the following described real property in Chelan County, Washington, to-wit:

See Exhibit "A" attached hereto and incorporated herein by reference as if fully set forth.

and

**WHEREAS,** it appears that said property is contiguous to the City of Wenatchee and has not heretofore been incorporated as a city or town; and

**WHEREAS,** it appears that said petition has been signed in writing by the owners of not less than sixty percent in value, according to the assessed valuation for general taxation of the property for which annexation is petitioned; and

**WHEREAS,** there has been attached to said petition a plat or drawing which outlines the boundaries of the property sought to be annexed.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE** as follows:

**SECTION I**

That Thursday, the 9<sup>th</sup> day of May, 2019, at the hour of 5:15 o'clock p.m. of said day, or as soon thereafter as the matter may be heard, has been fixed as the date for a public hearing upon said petition at the City Council Chambers at City Hall in Wenatchee, at which time and place all interested persons may appear and voice their approval or disapproval of said petition for annexation.

**SECTION II**

That the City Clerk of the City of Wenatchee give notice of the time and place of hearing of said petition by posting a copy of said notice in three (3) public places within the territory proposed for annexation and by publishing one copy thereof in one issue of *The Wenatchee World*, a newspaper of general circulation in the City of Wenatchee.

**PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE**, at a regular meeting thereof, this \_\_\_\_\_ day of April, 2019.

CITY OF WENATCHEE, a Municipal  
Corporation

By: \_\_\_\_\_  
FRANK J. KUNTZ, Mayor

ATTEST:

By: \_\_\_\_\_  
TAMMY STANGER, City Clerk

APPROVED:

By: \_\_\_\_\_  
STEVE D. SMITH, City Attorney

EXHIBIT \_\_\_\_

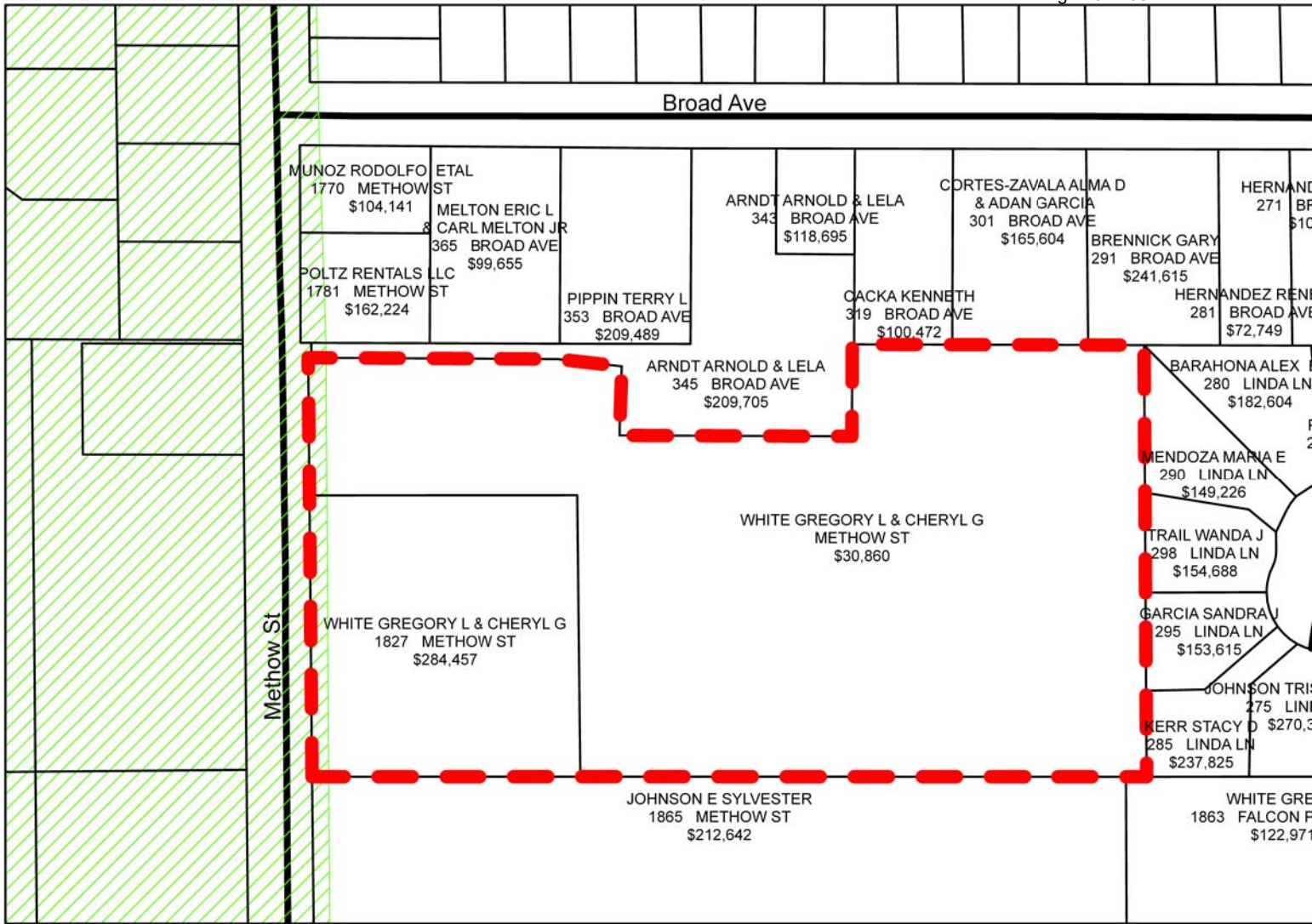
Boundary Description of the **WHITE ANNEXATION**

April 17, 2019

The South 215 feet of the West 226.5 feet of the North half of the northwest quarter of the southeast quarter of the southeast quarter of Section 15, Township 22 North, Range 20 East of the Willamette Meridian, Chelan County, Washington; EXCEPT right of way for Methow Street along the West line thereof;

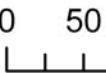
TOGETHER WITH North half of the northwest quarter of the southeast quarter of the southeast quarter of said Section 15; EXCEPT the South 215 feet of the West 226.5 feet thereof; AND EXCEPT right of way for Methow Street along the West line thereof; AND EXCEPT that portion thereof lying within Lot 1, Chelan County Short Plat Number 2009-063, recorded October 22, 2013, under Auditor's File Number 2391765, records of said County; AND EXCEPT any portion thereof lying within the Cross Street Subdivision, recorded July 21, 1998, under Auditor's File Number 2032696, records of said County;

EXCEPT therefrom any portion thereof, including Methow Street right of way, previously annexed by City of Wenatchee Ordinance 2006-34, recorded September 27, 2006, under Auditor's File Number 2238489, records of said County.



### Legend

- White Annexation Proposed Boundary
- Parcels
- City Limits
- Streets



## White Annexation Proposed Boundary for 10% Petition Meeting





**City of  
Wenatchee**

**Community Development Department**  
1350 McKittrick Street/ P.O. Box 519  
Wenatchee, WA 98801/ 98807  
(509) 888-3200 FAX – (509) 888-3201

**PETITION TO COMMENCE ANNEXATION (DIRECT PETITION METHOD)**

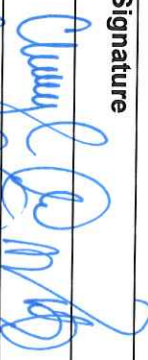
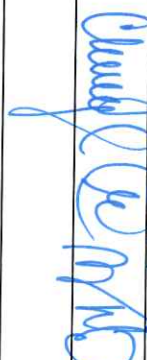
- We, the undersigned, are owners of real property lying outside of the corporate limits of the City of Wenatchee, Washington, but contiguous thereto and designated as part of the Wenatchee Urban Growth Area. A legal description (Exhibit A) and map (Exhibit B) of this area are attached to this petition.

- We, the undersigned, who together, are the owners of not less than 60% assessed valuation of the real property described herein (Exhibit A), do hereby petition that such property(ies) be annexed to the City of Wenatchee under RCW 35A.14.120. The Wenatchee City Council held a public hearing on February 22, 2018 to accept a notice of intention to commence annexation subject to the conditions specified below. The following text is a quote of the motion made at the February 22 meeting as documented in the minutes:

*Motion by Councilmember Mark Kulaas for City Council to approve the annexation boundary proposed in the ten percent (10%) annexation petition for the proposed annexation area located in an unincorporated area within the urban growth boundary to require the adoption of the proposed zoning regulations as it is set forth in the Comprehensive Plan of the City as Residential Moderate, and to require the assumption of existing indebtedness of the City by the area to be annexed. Councilmember Keith Huffaker seconded the motion. Motion carried (7-0)*

**WARNING**

Every person who signs this petition with any other than his or her true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he or she is not a legal voter, or signs a petition when he or she is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

Parcel Number	Physical Address	Property Owner	Signature	Title of Representative	Date
222015440150	827 Methow Street	Gregory & Cheryl White		Gregory & Cheryl White Owner	3/26/19
222015440100	Methow Street	Gregory & Cheryl White		Gregory or Cheryl White Owner	3/26/19



**Deanna C. Walter**  
**CHELAN COUNTY ASSESSOR**

350 Orondo Ave, Suite 6  
Wenatchee, WA 98801-2885  
PHONE: 509-667-6365 FAX: 509-667-6664  
WEBSITE: <http://www.co.chelan.wa.us/assessor>

**DETERMINATION OF SUFFICIENCY OF PETITION  
FOR ANNEXATION  
(RCW 35.21.005 / RCW 35A.01.040)**

**DIRECT PETITION METHOD  
(RCW 35.13 / RCW 35A.14)**

Date petition submitted to County Assessor: 4/17/2019  
Terminal Date (RCW 35.31.004): 4/22/2019  
Assessment Date: 1/1/2018

The petition DOES meet the required minimum 60% of assessed value.

Total Assessed Value of proposed annexation area: \$315,317

Total Assessed Value of petition: \$315,317

Percent of Assessed Value: 100%

*Deanna Walter*

Deanna Walter, Assessor

*4/22/19*

Date

---

---

**COUNCIL AGENDA REPORT  
PUBLIC WORKS DEPARTMENT**

---

---

**TO:** Frank Kuntz, Mayor  
City Council

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

**SUBJECT:** Wastewater Treatment Plant Digester #4 - Project No. 1810

**DATE:** April 22, 2019

**MEETING DATE:** April 25, 2019

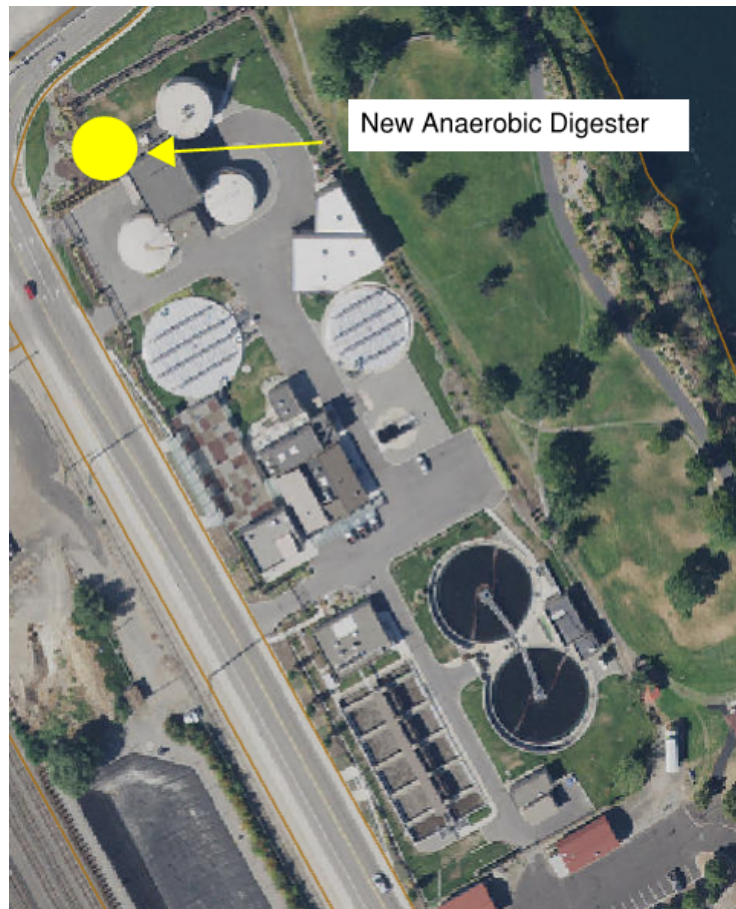
---

**I. OVERVIEW**

The City's Wastewater Treatment Plant (WWTP) is a Class III activated sludge plant with a nominal design flow capacity of 5.5 MGD and peak hour flows approaching 10.5 MGD. As part of the overall treatment process, the WWTP utilizes anaerobic digestion techniques to reduce biosolids prior to discharging wastewater to the Columbia river. At present, there are two primary digesters and one secondary digester (Digester 3) in use. While the existing secondary digester does provide the necessary Hydraulic Retention Time (HRT) of 15 days, it cannot be taken offline for cleaning or repairs. As such, an additional secondary digester is needed.

The new Digester 4 is planned to be sited on the north side of the WWTP adjacent to the existing solids handling building on an area previously used as municipal landfill. The capacity and size of Digester 4 will be the same as the existing Digester 3 (45 foot diameter, 25 foot height) and it will have the ability to operate either concurrently with or independently of Digester 3. Structural and foundation design, gas handling improvements, boiler and heat exchanger upgrades, electrical and PLC system improvements, as well as mechanical system improvements for the digester system as a whole will all be part of the project scope. Previously identified Grit Removal improvements will be incorporated into this most recent phase of the WWTP improvements program.

City staff issued a Request for Qualifications in December 2018. Selection criteria included qualifications of key personnel, ability to complete project on time and within established budget, experience with WWTP design and construction, current workload and percent of time the project manager will be dedicated to this project, as well as past projects and references for similar projects. Two submittals were received and, upon completion of a selection matrix, it was determined that HDR was the best qualified firm to perform engineering services for this project.



---

---

**COUNCIL AGENDA REPORT  
PUBLIC WORKS DEPARTMENT**

---

---

**II. ACTION REQUESTED**

Staff recommends the City Council authorize the Mayor to negotiate with HDR for design services for the Wastewater Treatment Plant Digester #4 (Project No. 1810) 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 both the 2016 Wastewater Treatment Facilities Plan, 2017 Sewer Comprehensive Plan, and the current CIP budget It will be funded by Fund 405 - Sewer.

**Project Budget**

<b>Task</b>	<b>Total</b>
Design Engineering (Consultant)	\$783,000
Project Management	\$45,000
Construction Contract	4,255,000
Construction Engineering	\$82,000
Art Fund	\$42,000
<b>Totals</b>	<b>\$5,207,000</b>

**IV. PROPOSED PROJECT SCHEDULE**

Design duration is expected to proceed through July of 2020 with bid advertisement to follow shortly thereafter. Construction and startup of the new facilities will be in late fall of 2021

**VI. ADMINISTRATIVE ROUTING**

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

---

---

**COUNCIL AGENDA REPORT  
PUBLIC WORKS DEPARTMENT**

---

---

**TO:** Frank Kuntz, Mayor  
City Council

**FROM:** Jake Lewing, Project Engineer  
Jacob Huylar, Engineering Services Manager

**SUBJECT:** Tacoma Avenue Improvements, City Project #1907  
Authorization to Negotiate

**DATE:** April 19, 2019

**MEETING DATE:** April 25, 2019

---

**I. OVERVIEW**

The City of Wenatchee has received a Transportation Improvement Board (TIB) grant to complete this project.

Tacoma Avenue from Maple Street to McKittrick Street is located in close proximity to two local schools, and this street was identified as a priority project by the Greater Wenatchee Bicycle Master Plan. The existing roadway section is approximately 28' wide consisting of a single lane in each direction and currently has no curb, gutter, or sidewalk. The intent of this project is to connect two existing sections of bike lanes (along the City's existing bike route) and provide safety improvements for children walking to nearby schools and other non-motorized users. The project will tie into recent improvements at McKittrick Street and Maple Street. Anticipated improvements include curb & gutter on both sides of the roadway, sidewalk along the west side of Tacoma, ADA ramps, roadway paving, and re-channelizing to provide bike lanes. The project will also include stormwater collection and conveyance, illumination, and other utility improvements.

A 6 inch water main owned by Chelan County PUD is among the existing utilities within the corridor. The water main will be replaced with an 8 inch ductile iron main as part of this project and funded by the PUD.

A request for proposals was issued February 22, 2019 and nine proposals were received on March 22<sup>nd</sup>. City staff has determined SCJ Alliance to be most qualified, based on proposals submitted, to perform engineering services for this project. Other firms that proposed on the project included: RH2 Engineering, The Blueline Group, TD&H Engineering, Erlandsen, Pacific Engineering, Gray & Osborne, Inc., KPG, and Perteet, Inc.

The selection process was conducted in accordance with Chapter 39.80 RCW – Contracts for Architectural and Engineering Services.

**II. ACTION REQUESTED**

*Staff recommends the City Council authorize the Mayor to negotiate with SCJ Alliance for design services for the Tacoma Avenue Improvements (Project No. 1907) and further authorize the Mayor to sign a contract on behalf of the City.*

---

---

**COUNCIL AGENDA REPORT  
PUBLIC WORKS DEPARTMENT**

---

---

**III. FISCAL IMPACT**

The project budget was approved by the Finance Committee and City Council on December 6, 2018 (see attached).

**IV. PROPOSED PROJECT SCHEDULE**

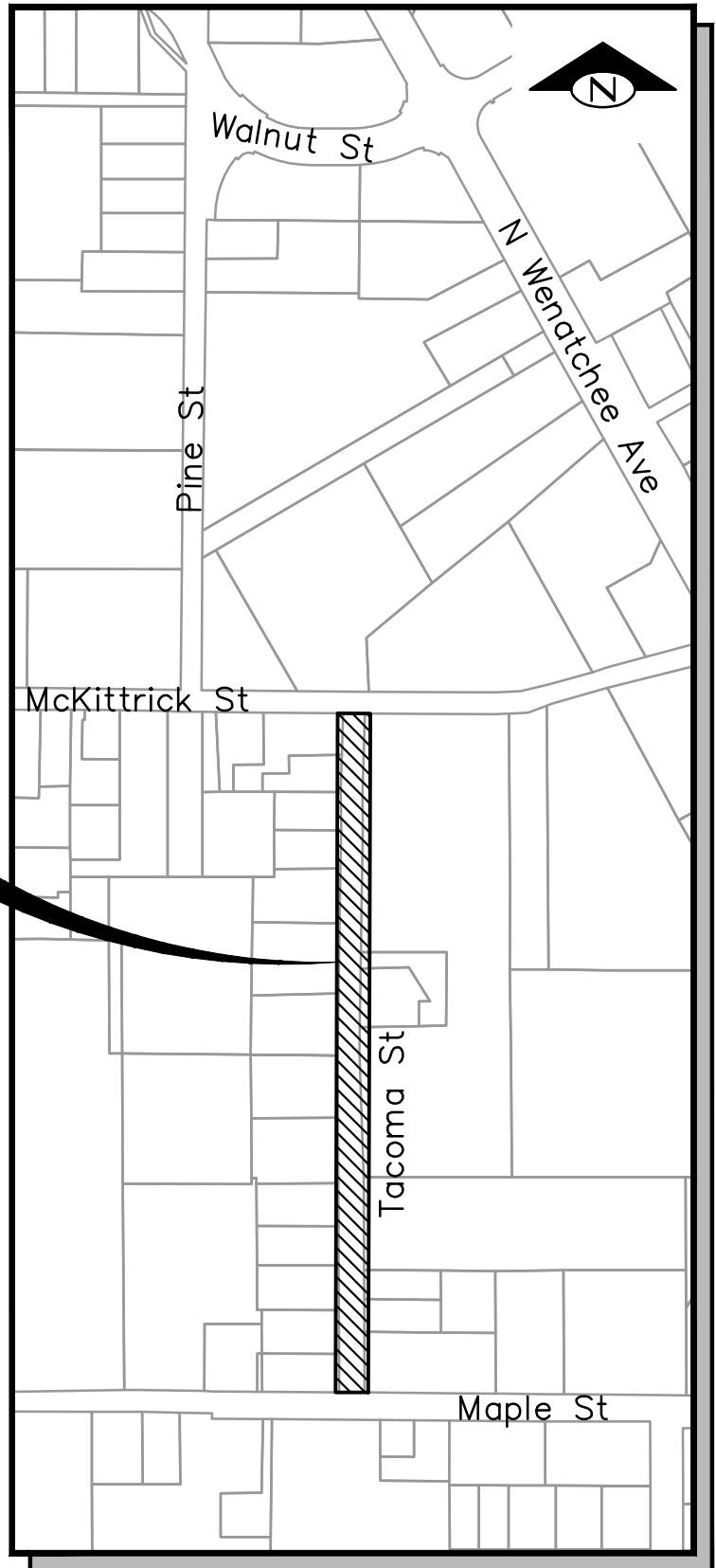
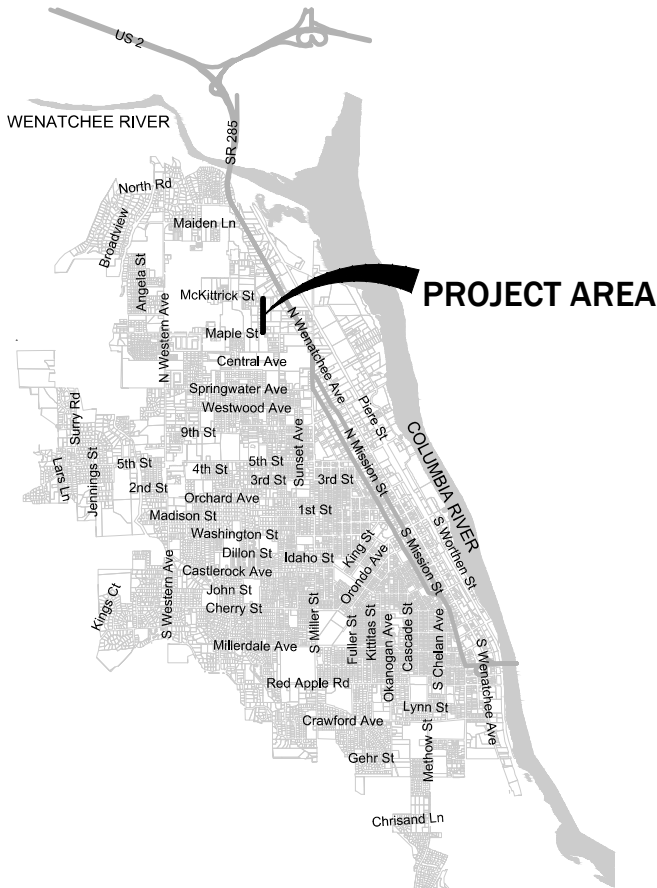
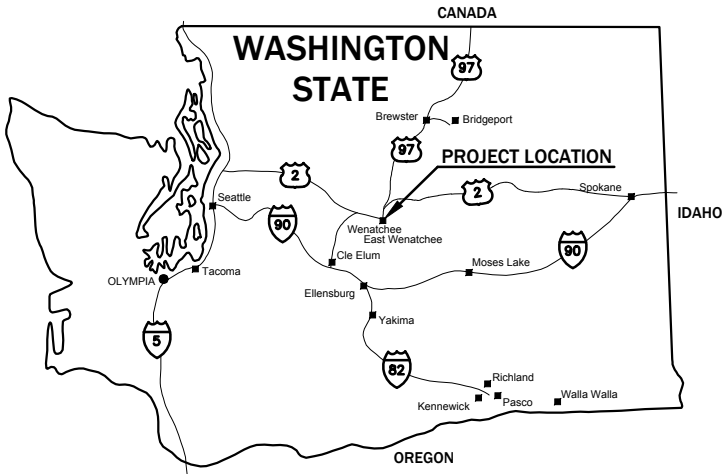
Project design and Right of Way acquisition is expected to take place in 2019 and 2020, with construction to follow in the summer of 2021.

**V. REFERENCE(S)**

1. Vicinity Map
2. Project Budget

**VI. ADMINISTRATIVE ROUTING**

Tammy Stanger, City Clerk  
Rob Jammerman, Public Works Director  
Gary Owen, City Engineer  
Ruta Jones, Administrative Assistant



# Tacoma Avenue Urban Upgrades VICINITY MAP



### 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
<b>Total Project Expenditures</b>	<b>1,622,073</b>			<b>168,580</b>	<b>282,720</b>	<b>1,170,773</b>	<b>1,622,073</b>

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
<b>Total Project Revenues</b>	<b>1,622,073</b>			<b>168,580</b>	<b>282,720</b>	<b>1,170,773</b>	<b>1,622,073</b>

Approved by:   
Brad Posenjak, Finance Director

Date: 12/7/2018



---

---

**COUNCIL AGENDA REPORT**  
**City of Wenatchee**

---

---



**TO:** Frank Kuntz, Mayor  
City Council

**FROM:** Steve King, Economic Development Director

**SUBJECT:** Surplus Property Sale – Les Schwab Tire Center of Washington

**DATE:** April 22, 2019

**MEETING DATE:** April 25, 2019

---

**I. OVERVIEW**

As part of the North Wenatchee Redevelopment Plan, the city purchased property from NW Wholesale to facilitate the building of infrastructure and the McKittrick Street extension necessary to realize the redevelopment plan. The City surplused excess property on November 15, 2018 allowing staff to negotiate sale of remnant parcels. Some of these parcels adjoin existing businesses on North Wenatchee Avenue. City staff obtain appraisals and has negotiated a sale with Les Schwab associated with a portion of the surplus property.

A finalized purchase and sale agreement representing the sale of approximately \$16,000 sf to Les Schwab Tire Center of Washington will be presented to the City Council at the meeting in which details of the sale will be publically disclosed for the Council consideration.

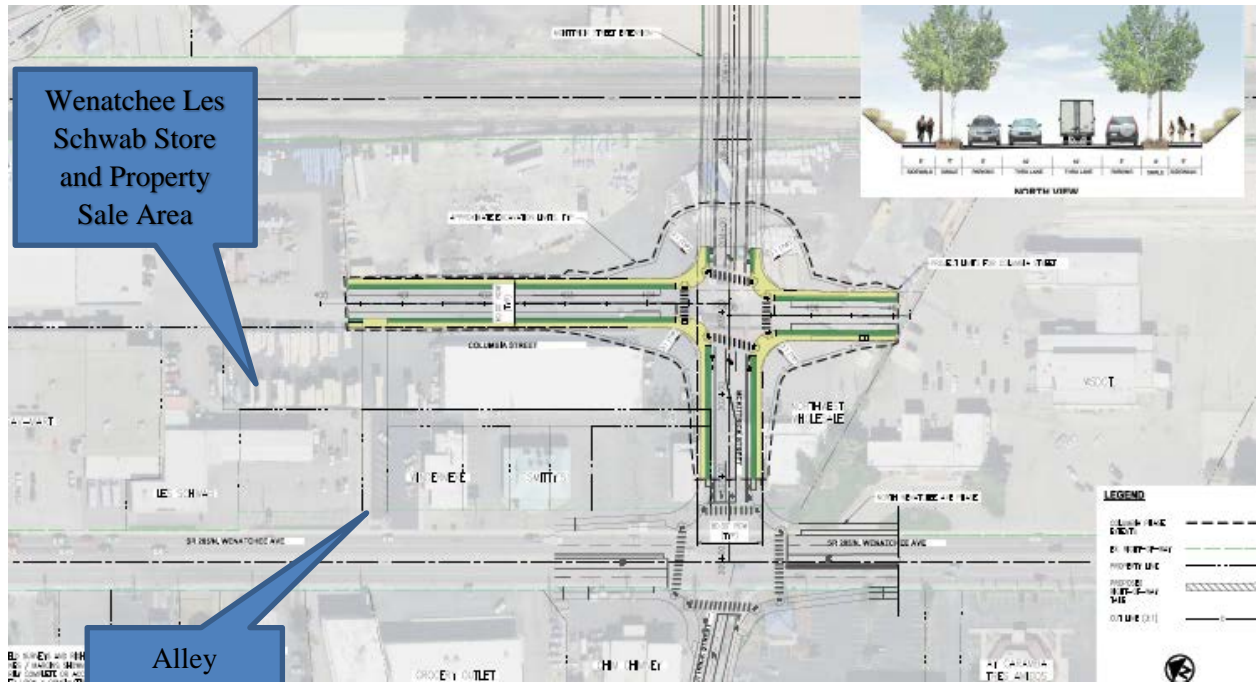
An illustration of the north Wenatchee Plan is shown below which shows the extension of McKittrick Street.



**COUNCIL AGENDA REPORT**  
**City of Wenatchee**



The following depiction illustrates the new streets of McKittrick and Columbia Street as well as the Les Schwab store.



**II. ACTION REQUESTED**

*Staff recommends the City Council Authorize the Mayor to sign a purchase and sale agreement with Les Schwab Tire Center of Washington and further negotiate final details of the agreement.*

**III. FISCAL IMPACT Submitted to the Finance Committee Yes No**

The PW-ED and Finance Committee have both reviewed this action. The fiscal impact is positive and will result in pay down of the project debt with proceeds from the sale.

**IV. PROPOSED PROJECT SCHEDULE**

**V. REFERENCE(S):**

- a. The Purchase and Sale Agreement will be provided at the meeting.

**VI. ADMINISTRATIVE ROUTING**

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



# MEMO

Parks, Recreation and Cultural Services Department

To: Mayor Kuntz and City Council  
From: Charlotte Mitchell, Parks, Recreation and Cultural Services Capital Projects Manager  
Re: Kiwanis Methow Park Improvements  
Date: April 25, 2019

**ACTION REQUESTED:**

**Motion to authorize the Mayor to sign a standard construction contract with KRCI in the amount of \$2,693,082.50 for construction of the Kiwanis Methow Park Improvements Project.**

**BACKGROUND:**

In March of 2016 the City and the Trust for Public Land entered into a project agreement to facilitate the realization of the Kiwanis Methow Park Renovation Project. This project has been presented to City Council multiple times. More information is available if desired.

On March 21, 2019 the Kiwanis Methow Park construction project was advertised. Bids were received and opened on April 18, 2019. They included:

- KRCI \$2,693,082.50
- Selland \$3,008,866.00



The current construction budget breakdown is as follows:

**Revenues:**

RCO Grant	\$914,385.23
City Funds – Wenatchi Park Sale	\$216,583
County – Job Creation Funding	\$250,000
City – 2019 Budget allocation	\$250,000
City – Sewer Fund	\$120,000
TPL – Donations	<u>\$300,000</u>
Total Revenues	\$2,050,968.23

Bids were reviewed by staff. **Following this review, KRCI is recommended to be awarded the construction contract. Staff is requesting that the Mayor be authorized to sign the standard construction contract so that the project may commence.**

If everything goes smoothly, construction is projected to be completed by October 2019.

**CITY COUNCIL AGENDA REPORT  
COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT**

**TO:** Frank Kuntz, Mayor  
City Council

**FROM:** Brooklyn Holton, Housing & Community Planner

**SUBJECT:** **DRAFT Amendment I** for 2018 Annual Action Plan

**DATE:** April 22, 2019

**MEETING DATE:** April 25, 2019

**I. OVERVIEW**

According to the 2013-2019 Consolidated Plan “Amendments” section, “the public will be given an opportunity to comment on all substantial amendments to the plans” with a 30-day comment period and public hearing, according to “The Citizen Participation Plan” section. The 2018 Annual Action Plan was approved at the City Council meeting on July 12, 2018 following a public hearing.

Included in the Annual Action Plan was an adjustment to Wenatchee’s CDBG program year that historically ran from April 1 through March 31 of the following year. With the approval of the plan, the new CDBG program year will be October 1 through September 30 of the following year. In order for this adjustment to be made, the 2018 CDBG program year was extended by 6 months; running from April 1, 2018 through September 30, 2019. This extension was not accompanied by an increase in funding and therefore an adjustment to the budget originally proposed is needed.

The adjustment will be shifting \$48,971.58 from the Chelan Avenue Sidewalk Phase II & III project to the Code Enforcement Project with \$48,100 and Public Services: CE Referral & Debris with \$871.58

- Chelan Avenue will decrease from \$237,971.58 to \$189,000.00
- Code Enforcement will increase from \$36,700 to \$84,800
- Code Enforcement Referral & Debris Removal will increase from \$1,369 to \$2,240.58

Official notice of this CDBG public hearing was published on March 20, 2019 in the local legal newspaper, The Wenatchee World. All oral and written comments received will be considered in decisions on the CDBG Program and planning documents.

The purpose of this public hearing is to obtain public comments on the following:

1. The draft Amendment I to the 2018 Annual Action Plan
  - a. The 2018 Annual Action plan describes how CDBG funds will be used during the 2018 program year as well as associated activities such as housing challenges. Amendment I to the 2018 Annual Action Plan is in response to a program year extension and ensures that each project is adequately funded to avoid a lapse in productivity during the extended 6 month period (April 1 through September 30, 2019).

The budget amendment is reflected in the table below.

	<b>Project Name</b>	<b>Original Budget</b>	<b>Amended Budget</b>
1	Program Administration & Planning	\$48,492.00	\$48,492.00
2	<b>Public Improvements: Sidewalks, Lighting and Art</b>	<b>\$237,971.58</b>	<b>\$189,000.00</b>
3	<b>Public Improvements: Code Enforcement</b>	<b>\$36,700</b>	<b>\$84,800</b>
4	Public Services: Literacy Council	\$35,000	\$35,000
5	<b>Public Services: Code Enforcement Referral &amp; Debris Removal Program</b>	<b>\$1,369</b>	<b>\$2,240.58</b>
<b>2018 TOTAL</b>		<b>\$359,665.59</b>	

---

---

**CITY COUNCIL AGENDA REPORT  
COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT**

---

---

The Planning Commission accepted public testimony and considered the proposed draft Amendment I to the 2018 Annual Action Plan at a public hearing on April 17, 2019. The Planning Commission recommended approval of Amendment I presented.

There were no public comments received during the 30-day comment period nor at the public hearing held by the Planning Commission.

**II. ACTION REQUESTED**

1. Conduct a public hearing
2. Adopt the City of Wenatchee CDBG draft Amendment I to the 2018 Annual Action Plan as a final version and authorize the Mayor to sign any updated applications, certifications, assurances or contracts necessary as a result of the amendment.

**III. FISCAL IMPACT**

Adoption of Amendment I will provide financial support for staff during the City's 2019 fiscal year that was previously expected to be funded by the 2019 CDBG program year.

**IV. REFERENCE(S)**

1. City of Wenatchee CDBG draft Amendment I to the 2018 Annual Action Plan

**V. ADMINISTRATIVE ROUTING**

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



# **City of Wenatchee**

## **Community Development Block Grant (CDBG)**

### **2018 Annual Action Plan**

#### **Implementing the 2013 – 2019 Housing & Community Development Consolidated Plan**

Community & Economic Development Department  
1350 McKittrick Street  
Wenatchee, WA 98801  
Phone (509) 888-3258  
Email: [bholton@wenatcheewa.gov](mailto:bholton@wenatcheewa.gov)

Final Draft July 2018  
Amended April 2019

Page left intentionally blank

# Executive Summary

## Introduction

The City of Wenatchee has been designated as an entitlement community since 2006 under Title 1 of the Housing & Community Development Act of 1974. As a result, the City is eligible to receive Community Development Block Grant (CDBG) funds annually from the U.S. Department of Housing & Urban Development (HUD). **As of 2018, the City's CDBG program fiscal year is October 1<sup>st</sup> through September 30<sup>th</sup> of the following year.**

## Plan Objectives & Outcomes

The 2018 Annual Action Plan will support targeted objectives from the Consolidated Plan through the implementation of the following activities:

### **Objective 1 - Preserving & Improving Neighborhoods:**

2018 activities include sidewalk design and analysis; neighborhood grants; and our code enforcement program.

NOTE: Started in 2014, the Chelan Avenue Sidewalk project has been completed in phases with Phase II and III design being completed during the 2016 and part of the 2017 program years. In an effort to complete the entire Chelan Avenue Sidewalk project, Phase I, II, and III, in a timeline that does not cause a project delay for the community, the City of Wenatchee requested and approved a pre-award for the 2018 and 2019 program years to pay back the project in no amount less than \$85,000 and no more than an amount that would limit other programs or projects from continuing such as the Literacy Council.

The City of Wenatchee was responsible for providing the upfront expenses for the cost of the project beyond available 2017 CDBG program funds. The pre-award option allowed the project to be completed over two years earlier than originally expected. This does limit the amount of non-committed funds for the 2018 program year and the 2019 program year.

### **Objective 2 - Reducing homelessness:**

2018 activities include aligning CDBG housing and community development projects with the Chelan-Douglas Homeless Plan and supporting services that lead to self-sufficiency for homeless individuals and individuals at-risk for homelessness.



### **Objectives 3 & 4 - Supporting public services & developing economic opportunities:**

2018 activities include literacy/ESL tutoring and training through the Wenatchee Literacy Council; and the City's Code Enforcement Referral/Debris Removal Program.

The objectives and outcomes for the 2018 CDBG program year will benefit the entire City of Wenatchee with a focus in the South-Central Wenatchee Core target area. This target area was identified in 2014 under direction from HUD and new census data. The modification helped to recognize areas that have a greater concentration of low-income residents, exhibit greater deterioration of properties and have a higher need for infrastructure improvements.

## **Evaluation of Past Performance**

During the 2017 program year (April 1, 2017 - March 31, 2018), the following activities were completed:

### **Objective 1 - Preserving & improving neighborhoods:**

- Code Enforcement: The City continued to provide an additional 0.25 FTE code enforcement officer to work in the South-Central Wenatchee Core identified as the target area for CDBG projects. The fall of 2014 was the kickoff for a voluntary compliance based code enforcement program and has continued through 2017 to provide assistance to residents in violation of City Code the opportunity to comply on a voluntary basis.
- Sidewalk Project: With Phase I beginning in the 2014 CDBG program year and completing near the beginning of the 2016 program year, Phase II design and analysis began mid-year of the 2016 program. Like before, this design includes sidewalk (from Peachey St. to Ferry St.), lighting on both sides, public art hanging from light posts in the form of colorful metal banners known as "Papel Picado" as well as stamped concrete along the sidewalk. All three phases have been constructed with art installation complete.

### **Objectives 2 & 3 - Supporting public services & promoting economic development:**

- Literacy Council: The Wenatchee Literacy Council program provided literacy/English tutoring services primarily to low-moderate income individuals in Wenatchee. Each year the Literacy Council serves 239 students.
- Code Enforcement Referral & Debris Removal Program: The City established this new program in 3rd quarter 2013 to assist low-income residents in responding to code enforcement violation notices and has continued this service through the 2017 program year. Services include free dumpster rentals, free dump disposal vouchers (26), and referrals to volunteer community agencies that can assist with clean-up/repair chores. The revamping of processes for code enforcement provide guidance and assistance to low- and moderate-income persons for meeting and continuing to be in compliance with city code. In combination with the guidance and assistance, the code enforcement voluntary compliance program also supports code compliance.

## Summary of Citizen Participation & Consultation Process

In 2012, the AIA public process and development of the 2013-2019 Consolidated Plan resulted in extensive public outreach for input. While developing the 2018 Annual Action Plan, careful consideration of past community feedback and professional recommendation was taken. The information referenced was provided by a broad spectrum of community stakeholders including local homeless service providers, social service agencies, business representative, government officials and private citizens. Recent planning efforts resulted in the finalized South Wenatchee Action Plan. Boundaries identified in this plan encompass all of the South-Central Wenatchee Core neighborhood and provided community values, goals and priorities for the future of the residents and businesses in the area. The 2015 update to the Homeless Plan provided a platform for the Wenatchee community to provide input on housing and services. Also, during 2016, a Wenatchee Housing Needs Assessment was conducted. In addition to applying previous community input, two opportunities for comment will be held in the form of public hearings; June 20, 2018 at the Planning Commission meeting and July 12, 2018 at the City Council meeting. *The Annual Action Plan Amendment provided over 30 days of an open comment period and two public hearing opportunities; one at the April 17, 2019 Planning Commission meeting and another at the April 25, 2019 City Council Meeting.*

Community input contributes to the development of the Annual Action Plan by helping to identify the following:

- Common concerns and patterns across all sectors
- Concerns and needs unique to specific sub-populations
- Resources that can be accessed in implementing strategies
- Opportunities for increased communication and collaboration among organizations

## Summary of Public Comments

A public notice was published in the Wenatchee World on June 8, 2018 and again in El Mundo on June 14, 2018 notifying the community of the 30-day comment period for the draft 2018 Annual Action Plan as well as the opportunity to attend a public hearing on either June 20, 2018 at the Planning Commission meeting or on July 12, 2018 at the City Council meeting. The Annual Action Plan was adopted at the City Council meeting on July 12, 2018 following the public hearing.

*For the Amended 2018 Annual Action Plan, a public notice was published in the Wenatchee World on March 20, 2019 notifying the community of the 30-day comment period for the draft amendment to the 2018 Annual Action Plan as well as the opportunity to attend a public hearing on either April 17, 2019 at the Planning Commission meeting or on April 25, 2019 at the City Council meeting. The Amendment I to the 2018 Annual Action Plan was adopted at the City Council meeting on April 25, 2019 following the public hearing.*

## Lead & Responsible Agencies

The City of Wenatchee is a CDBG entitlement, and therefore, serves as the lead agency and administrator for the City's CDBG funds.

## **Annual Plan Public Contact Information**

City of Wenatchee  
Community & Economic Development Department  
Brooklyn Holton, Grant Programs Coordinator  
1350 McKittrick Street  
Wenatchee, WA 98801  
Phone: (509)888-3258  
Email: [bholton@wenatcheewa.gov](mailto:bholton@wenatcheewa.gov)

# Public Consultation

## Introduction

The 2018 Annual Action Plan was developed with careful consideration of public comment that resulted from the AIA public process, development of the 2013-2019 Consolidated Plan, development of the South Wenatchee Action Plan, the updated Homeless Plan, two public hearings held on June 20, 2018 and July 12, 2018 and two public hearings held on April 17, 2019 and April 2, 2019 supporting the Annual Action Plan Amendment I. Feedback was received from a wide range of groups within the community as described below.

## Summary of activities to enhance coordination between housing providers, health providers, mental health providers, and service agencies

The City of Wenatchee works continuously to enhance coordination between housing providers, health providers, mental health providers, and social service agencies in the region. Specific examples include:

- Homeless Steering Committee: The City coordinates and chairs the Homeless Steering Committee which is comprised of local elected officials and community leaders. The role of the committee is to guide the development of the Chelan-Douglas Homeless Plan and to identify annual funding priorities for homeless services.
- Homeless Task Force: The City coordinates and chairs the Homeless Task Force which is comprised of representatives from local organizations that provide homeless housing services, health services, mental health & substance abuse services, and other social services. The role of the Task Force is to provide a forum for enhanced communication and coordination between these partner organizations.
- Chelan Douglas Tenant Landlord Liaison Program: The City coordinates and chairs this committee which is comprised of representatives from local housing programs. The committee is focused on addressing barriers homeless and low-income residents face when attempting to obtain and maintain affordable rental housing.
- The Housing Authority of Chelan County & the City of Wenatchee operates multi-family housing units and administers Section 8 tenant vouchers. The City works closely with the Housing Authority to coordinate and leverage resources whenever possible.
- Mental Health Stakeholders: Catholic Family Services provides intensive community-based mental health services in Wenatchee and is a huge partner and supporter of community empowerment and enhancing quality of life.
- Interagency Meeting: Monthly meetings are held to provide an opportunity to the social service providers and the community to connect and become educated about on-going and new social services offered. Many organizations and individuals are represented each month supporting such a valuable meeting.

- **Serve Wenatchee Valley:** As a coordinator of social services, Serve Wenatchee Valley has been an asset to the community and local leaders by assisting with tangible needs, hosting community events, providing topic specific giveaways and organizing events to provide support for local leadership.
- **Wenatchee Downtown Association:** Supporters and enthusiasts for local small businesses, historic downtown, local culture and volunteers, the Wenatchee Downtown Association believes in the value of each individual's contribution. The mission to strengthen and enrich the downtown experience provides a unique vision into the community and valuable input into the planning ideas.
- **Healthy Living Wenatchee Valley Coalition:** Members of the health care, fitness, clinical, local government and community stakeholder groups work together to remove barriers, build networks, connect people to resources and provide education in order to ensure residents have ready access to systems that support high quality of living.

**Describe coordination with the Continuum of Care & efforts to address the needs of homeless individuals and individuals at-risk for homelessness**

The City serves as the lead agency for the Chelan-Douglas Homeless Plan and acts as the lead entity for administering state and county homeless funding (i.e. the Consolidated Homeless Grant, Chelan-Douglas County Homeless Funds, Chelan County Low-Income Housing Funds and the Emergency Solutions Grant). This entails working with the Washington State Department of Commerce regarding the Balance of State Continuum of Care that includes Chelan and Douglas counties. This also entails working with the Homeless Steering Committee, which is responsible for developing the Chelan-Douglas Homeless Plan. The committee is also responsible for identifying funding priorities and determining annual funding allocations. Implementation of the Homeless Plan is administered by the City with input and support from the Homeless Task Force.

**Describe consultation with the Continuum of Care that serves the State in determining how to allocate ESG funds; develop performance standards; evaluate outcomes of projects assisted by ESG funds; and develop funding, policies and procedures for the operation and administration of HMIS**

The City is part of the Balance of State Continuum of Care, and participates as a member of the State's Continuum of Care/Balance of State Committee. The City administers its programs and manages its sub grantee agreements, including HMIS administration, in compliance with the requirements, standards, and policies/procedures established by the Washington State Department of Commerce.

**Describe organizations that participated in the consultation process and describe the City's consultations with housing, social service, & other community agencies**

The City has continued to take into careful consideration feedback from a wide variety of organizations within Chelan and Douglas counties as outlined in the table below. Each organization listed has had the opportunity to provide feedback either through one-on-one discussions or through discussions in regular meetings. Continued community input contributes to the development of the Annual Action Plan by helping to identify the following:

- Common concerns and patterns across all sectors
- Concerns and needs unique to specific sub-populations
- Resources that can be accessed in implementing strategies
- Opportunities for increased communication and collaboration among organizations

	<b>Organization Name</b>	<b>Type Of Service Provided</b>	<b>Section Of Plan Addressed By Consultation</b>
<b>1</b>	Chelan Douglas Community Action Council	Housing	Housing Need Assessment Homeless Needs - Families With Children Homelessness Strategy
<b>2</b>	Housing Authority of Chelan County and City of Wenatchee	Housing PHA	Housing Need Assessment Public Housing Needs Homelessness Strategy
<b>3</b>	Women's Resource Center/Bruce Housing	Housing	Housing Need Assessment Homelessness Strategy
<b>4</b>	YWCA of Wenatchee Valley	Housing	Housing Need Assessment Homelessness Strategy
<b>5</b>	Wenatchee School District	Services-Homeless Services-Education	Housing Need Assessment Homeless Needs - Families With Children Homelessness Needs - Unaccompanied Youth Anti-Poverty Strategy
<b>6</b>	Wenatchee Valley College	Services-Education Services-Employment	Anti-Poverty Strategy Job Skills Training
<b>7</b>	Wenatchee Downtown Association	Business Leaders	Anti-Poverty Strategy
<b>8</b>	Rental Association of Wenatchee Valley	Housing	Housing Need Assessment Homelessness Strategy
<b>9</b>	Wenatchee Police Department	Law Enforcement	Homeless Needs - Chronically Homeless Homelessness Strategy
<b>10</b>	Chelan County Regional Justice Center	Housing Other Government - County	Housing Need Assessment Homelessness Strategy
<b>11</b>	Northwest Justice Project	Services-Fair Housing	Homelessness Strategy
<b>12</b>	Chelan Douglas Health District	Services-Health	Homeless Needs - Chronically Homeless Homeless Needs - Families With Children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied Youth Homelessness Strategy

	<b>Organization Name</b>	<b>Type Of Service Provided</b>	<b>Section Of Plan Addressed By Consultation</b>
<b>13</b>	VA Health Clinic	Services-Health	Homelessness Needs - Veterans
<b>14</b>	Serve Wenatchee Valley	Faith-Based Assistance	Anti-Poverty Strategy
<b>15</b>	Columbia Valley Housing Association	Housing	Housing Need Assessment Homelessness Strategy
<b>16</b>	Lighthouse Christian Ministries	Housing Services-Homeless	Housing Need Assessment Homeless Needs - Chronically Homeless Homelessness Strategy Anti-Poverty Strategy
<b>17</b>	SAGE	Housing Services-Victims Of Domestic Violence	Housing Need Assessment Homeless Needs - Families With Children Homelessness Strategy
<b>18</b>	Regional Support Network	Services-Health Other Government - County	Mental Health Needs
<b>19</b>	Recovery Innovations	Health Agency	Housing Need Assessment Homelessness Strategy Mental Health & Substance Abuse Needs
<b>20</b>	Salvation Army	Housing	Housing Need Assessment Homelessness Strategy
<b>21</b>	Literacy Council	Services-Education	Anti-Poverty Strategy Literacy Needs



## Other Local/Regional/State/Federal Planning Efforts

Recommendations from a number of local and regional plans were considered when developing the 2017 Annual Action Plan:

Name of Plan	Lead Organization	How do the goals of the Annual Plan overlap with the goals of each plan?
Continuum of Care	Washington State Department of Commerce	The City of Wenatchee is part of the Balance of State Continuum of Care, and participates as a member of the State's Continuum of Care/Balance of State Committee. Information and input from this committee was incorporated into the 2018 Annual Plan.
Imagine South Wenatchee	City of Wenatchee	In 2012, the city facilitated a comprehensive visioning process which included conducting a sustainable design assessment. The resulting Sustainable Design Assessment Report included key recommendations focused primarily on the predominately low-income South Wenatchee area. Recommendations from this report were incorporated into the 2013-2019 Consolidated Plan, 2017 Annual Action Plan and will also be in the 2018 Annual Action Plan.
Wenatchee Urban Area Comprehensive Plan	City of Wenatchee	The goals of the Comprehensive Plan are broader in scope than the goals of the Consolidated Plan. However, it aligns with Comprehensive Plan goals for housing affordability; housing equity; coordination with service agencies & community advocates; & entrepreneurial support.
Chelan-Douglas Homeless Plan	City of Wenatchee	The City of Wenatchee serves as the lead entity for overseeing the development and implementation of a “Ten year Plan to End Homelessness in Chelan & Douglas Counties”. The original plan was published in 2005 and has been updated periodically. The most recent update to the plan was published in 2015. The Homeless Plan focuses on furthering the Washington State Homeless Performance Goals which include: 1.) Reducing the number of homeless persons; 2.) Reducing the amount of time they are homeless; 3.) Increasing the number who move to permanent housing; and 4.) Reducing the number who recede back into homelessness. These performance goals align with the CDBG goals outlined in the 2018 Annual Plan.
Code Enforcement Report	City of Wenatchee	Key recommendations in the 2012 Code Enforcement report included supporting neighborhood revitalization efforts, promoting voluntary compliance, and conducting evaluations to measure results. Recommendations from this report were incorporated into the 2013-2019 Consolidated Plan, 2017 Annual Action Plan and will also be in the 2018 Annual Action Plan.

# Participation

## Summary of Citizen Participation Process & Its Impact on Goal Setting

In 2012, the AIA public process and development of the 2013-2019 Consolidated Plan resulted in extensive public outreach for input. While developing the 2018 Annual Action Plan, careful consideration of past community feedback and professional recommendation was taken. The information referenced was provided by a broad spectrum of community stakeholders including local homeless service providers, social service agencies, business representative, government officials and private citizens. In addition to applying previous community input, two opportunities for comment were held in the form of public hearings; June 20, 2018 at the Planning Commission meeting and July 12, 2018 at the City Council meeting. **An additional two public hearings were held for Amendment I on April 17, 2019 at the Planning Commission meeting and on April 25, 2019 at the City Council meeting.**

Community input contributes to the development of the Annual Action Plan by helping to identify the following:

- Common concerns and patterns across all sectors
- Concerns and needs unique to specific sub-populations
- Resources that can be accessed in implementing strategies
- Opportunities for increased communication and collaboration among organizations

As a result of the feedback received, the following needs were identified:

1. Increased affordable housing
2. Improved access to housing for those facing housing barriers (i.e., passing background checks)
3. Increased supporting housing, particularly for residents with mental health and substance abuse disorders
4. Improving access to living-wage jobs through education/job training and recruiting/retention of employers offering living-wage jobs
5. Prevention of neighborhood blight
6. Raising community awareness and understanding of the root causes of local poverty and homelessness
7. Improving information sharing, system navigation and coordination of services

Outreach Target	Outreach Method	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted & Reasons
Homeless Steering Committee	Quarterly Meetings	The City coordinates the Homeless Steering Committee which is comprised of local elected officials and community leaders. The role of the committee is to guide the development of the Chelan-Douglas Homeless Plan and to identify annual funding priorities for homeless services.	<p>As a result of the feedback received, the following needs were identified:</p> <ol style="list-style-type: none"> <li>1. Expanding services for the chronically homeless</li> <li>2. Improving the responsiveness for all components of our homeless response system</li> <li>3. Increasing the development of and access to affordable rental housing</li> <li>4. Addressing homelessness &amp; the risk of homelessness for children &amp; youth</li> <li>5. Improving coordination of services through a coordinated entry system known as the Community Housing Network</li> <li>6. Strengthening our data collection and analysis systems</li> </ol>	
Homeless Task Force	Bi-Monthly Meetings	The City coordinates the Homeless Task Force which meets every other month. The Task Force is comprised of homeless service providers and other community stakeholders. Members were solicited for input during the development of the 2018 Annual Action Plan.	<p>Challenges identified included:</p> <ol style="list-style-type: none"> <li>1. Insufficient services supporting the chronically homeless</li> <li>2. A need to evaluate the effectiveness of our homeless system components and to then realign funding to support best practices</li> <li>3. Lack of affordable housing</li> </ol>	

Outreach Target	Outreach Method	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted & Reasons
			<ul style="list-style-type: none"> <li>4. Insufficient services supporting youth including unaccompanied youth under 18</li> <li>5. Limited formal coordination of homeless services</li> <li>6. Limited of inconsistent data collection &amp; analysis capabilities</li> </ul>	
South Wenatchee residents, business owners, & community partners	Imagine South Wenatchee Visioning Project	In 2012, the city facilitated a comprehensive visioning process which included conducting a sustainable design assessment. The resulting Sustainable Design Assessment Report included key recommendations focused primarily on the predominately low-income South Wenatchee area. In addition, community input was solicited through focus groups and surveys of residents and business owners in South Wenatchee. The community feedback and recommendations from the assessment report are incorporated into the 2013-2019 Consolidated Plan and carefully considered for the 2018 Annual Plan.	<ul style="list-style-type: none"> <li>– Strong desire for inclusion &amp; celebration of large Hispanic population in South Wenatchee.</li> <li>– Need for structural improvements to increase safety &amp; well-being (especially sidewalks &amp; lighting).</li> <li>– Need for increased commercial ventures such as local grocery stores.</li> <li>– Improved transportation to commercial &amp; public service areas.</li> <li>– Include public art into projects such as sidewalk and lighting construction</li> </ul>	Rare but occasional inappropriate expressions of disgruntlement with the increasing Hispanic population in Wenatchee. These comments are in direct conflict with the City's mission to welcome, value, & celebrate diversity.
Interagency Networking Meetings	Monthly Meetings	Regular attendance at monthly Interagency Networking Meetings facilitated by the Wenatchee School District. 30 - 40 community service providers attend regularly. Member	<ul style="list-style-type: none"> <li>– Community organizations are experiencing financial challenges due to the downturn in the economy which has resulted in funding &amp; donation decreases.</li> </ul>	

Outreach Target	Outreach Method	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted & Reasons
		input was incorporated into the Annual Action Plan	<ul style="list-style-type: none"> <li>- Need for a clearinghouse of information on local community resources.</li> <li>- Need for community-wide coordinated services.</li> </ul>	
Non-targeted/broad community	Public Hearing	A public notice was published in the Wenatchee World on June 8, 2018 and again in El Mundous on June 14, 2018 notifying the community of the 30-day comment period for the draft 2018 Annual Action Plan as well as the opportunity to attend a public hearing on either June 8, 2018 at the Planning Commission meeting or on June 14, 2018 at the City Council meeting. The Annual Action Plan was adopted at the City Council meeting on June 14, 2018 after the public hearing.	<ul style="list-style-type: none"> <li>- Reviewing funding put towards the Code Enforcement and how it can be rerouted to connect with the Community Center</li> </ul>	
School District	Quarterly meetings and continuous involvement with Wenatchee Learns.	The quarterly meetings held with the school board include the members of the school board and City of Wenatchee representatives. Communication with Wenatchee Learns occurs on a regular basis with	<ul style="list-style-type: none"> <li>- Creating discussion opportunities for students K-12 with local leaders such as business owners or elected officials</li> <li>- Provide exposure to college and technical schools</li> </ul>	

Outreach Target	Outreach Method	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted & Reasons
		different members available at different times.	<ul style="list-style-type: none"> <li>- Bridge the gap and connect today's youth with the baby boomer generation</li> </ul>	
Code Enforcement	Meetings with Northwest Justice and Catholic Family Chore Services	City code enforcement staff coordinates with these agencies to serve low to moderate income individuals as part of the code enforcement program.	<p>Catholic Family services provides valuable volunteer services and provided coordination procedures for code enforcement.</p> <ul style="list-style-type: none"> <li>- Northwest Justice Project provides free legal services to qualifying low income individuals and households. They have requested that we enforce code enforcement laws on substandard housing. They have also requested the City establish a rental license.</li> </ul>	
Rental Association	Chelan Douglas Tenant Landlord Liaison	The City coordinates with the Rental Association to promote fair housing and quality affordable housing.	<ul style="list-style-type: none"> <li>- The Rental Association provides information to their landlord membership that helps landlords comply with laws and provide quality housing. They appreciate the coordination with the City so that they understand the City's housing programs</li> </ul>	

# Expected Resources

## Introduction

In addition to CDBG funding, the City of Wenatchee receives state and local funding to support homeless Continuum of Care activities. Anticipated funding for 2018 is outlined in the table below.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public - Federal	<ul style="list-style-type: none"> <li>- Acquisition</li> <li>- Admin and Planning</li> <li>- Economic Development</li> <li>- Housing Public Improvements</li> <li>- Public Services</li> </ul>	242,460	98,905.59	19,535.99	360,901.58	840,901.58	These funds will be leveraged to obtain additional resources from other government entities (i.e. the Department of Transportation).
Consolidated Homeless Grant	Public - State	<ul style="list-style-type: none"> <li>- Admin and Planning</li> <li>- Public Services</li> <li>- Other</li> </ul>	509,374	0	0	509,374	1,018,748	These funds are dedicated to rent assistance and emergency shelter/transitional housing operating costs to reduce homelessness in Chelan-Douglas counties.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Chelan Douglas County Homeless Funds	Public - Local	<ul style="list-style-type: none"> <li>- Acquisition</li> <li>- Admin and Planning</li> <li>- Economic Development</li> <li>- Housing</li> <li>- Public Services</li> <li>- Other</li> </ul>	785,000	0	0	785,000	1,570,000	These funds are dedicated to reducing homelessness in Chelan & Douglas counties.
Chelan County Low-Income Housing Funds	Public - Local	<ul style="list-style-type: none"> <li>- Housing</li> <li>- Other</li> </ul>	43,500	0	0	43,500	87,000	These funds are targeted to affordable low-income housing in Wenatchee and emergency shelter operations.

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The match requirements for the homeless funds described above will be met without the use of CDBG funds.



## Annual Goals and Objectives

### Goals Summary Information

The following table provides a summary of the major goals and funding allocation for the 2018 program year. **Please Note:** The City of Wenatchee will utilize the pre-award option to allocate approximately \$85,000 from both the 2018 and 2019 program years in order to complete reimburse for the Chelan Sidewalk Project.

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Preserve and Improve Neighborhoods	2013	2019	Non-Housing Community Development	– South-Central Wenatchee Core	-Neighborhood Improvement -Sidewalks -Lighting	<ul style="list-style-type: none"> <li>– CDBG: <b>\$189,000</b></li> <li>– Chelan-Douglas Counties Homeless Housing Funds: \$0</li> <li>– City of Wenatchee Low-Income Housing Funds: \$0</li> <li>– State Consolidated Homeless Grant: \$0</li> <li>– Emergency Solutions Grant: \$0</li> </ul>	<ul style="list-style-type: none"> <li>– Public Facility or Infrastructure Activities other than Low/Moderate Income</li> <li>– Housing Benefit: 4,000 individuals assisted</li> </ul>

	<b>Goal Name</b>	<b>Start Year</b>	<b>End Year</b>	<b>Category</b>	<b>Geographic Area</b>	<b>Needs Addressed</b>	<b>Funding</b>	<b>Goal Outcome Indicator</b>
2	Reduce Homelessness	2013	2017	Homeless	Chelan & Douglas Counties	Homelessness	<ul style="list-style-type: none"> <li>- CDBG: \$0</li> <li>- Chelan-Douglas Counties Homeless Housing Funds: \$785,000</li> <li>- City of Wenatchee Low-Income Housing Funds: \$43,500</li> <li>- State Consolidated Homeless Grant: \$509,374</li> </ul>	<ul style="list-style-type: none"> <li>- Homeless Individuals Assisted - Overnight Shelter: 760</li> <li>- Individuals Assisted - Homelessness Prevention: 667</li> </ul>

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Support Public Services	2013	2017	<ul style="list-style-type: none"> <li>- Homeless</li> <li>- Non-Homeless Special Needs</li> <li>- Non-Housing Community Development</li> <li>- Public Services</li> </ul>	<ul style="list-style-type: none"> <li>- South-Central Wenatchee Core</li> </ul>	<ul style="list-style-type: none"> <li>Public Services</li> </ul>	<ul style="list-style-type: none"> <li>- CDBG: <b>\$37,240.58</b></li> <li>- Chelan-Douglas Counties Homeless Housing Funds: \$0</li> <li>- City of Wenatchee Low-Income Housing Funds: \$0</li> <li>- State Consolidated Homeless Grant: \$0</li> <li>- Emergency Solutions Grant: \$0</li> </ul>	<ul style="list-style-type: none"> <li>- Public service activities other than Low/Moderate Income</li> <li>- Housing Benefit: 450 Individuals Assisted</li> </ul>

## Detailed Goal Descriptions

1	<b>Goal Name</b>	Preserve and Improve Neighborhoods
	<b>Goal Description</b>	<p>The 2018 Annual Plan will promote the preservation and improvement of neighborhoods by:</p> <ul style="list-style-type: none"> <li>• Investing in capital improvements and infrastructure in low-income neighborhoods including sidewalks, lighting &amp; artwork to support cultural diversity and safe crossings.</li> <li>• Supporting code enforcement to prevent substandard housing and neighborhood blight in targeted neighborhoods.</li> <li>• Encouraging and facilitating neighborhood improvements through a neighborhood grants program.</li> </ul>
2	<b>Goal Name</b>	Reduce Homelessness
	<b>Goal Description</b>	<p>The 2018 Annual Plan addresses the goal of reducing homelessness by aligning CDBG housing and community development projects with the Chelan-Douglas Homeless Plan and by encouraging/facilitating supportive services that lead to self-sufficiency for homeless individuals and for individuals at-risk of homelessness.</p>
3	<b>Goal Name</b>	Support Public Services
	<b>Goal Description</b>	<p>The 2018 Annual Plan aligns with the goal of supporting public services by:</p> <ul style="list-style-type: none"> <li>– Continuing to support literacy &amp; ESL training programs with an emphasis on program accessibility for low-income neighborhood residents.</li> <li>– Providing referrals and debris removal services to eligible low-income residents in targeted neighborhoods who need assistance responding to code enforcement violation notices.</li> </ul>

# Projects

## Introduction

The 2018 Annual Action Plan includes the projects listed below that align with the strategic goals of the City's Consolidated Plan.

	Project Name
1	Program Administration & Planning
2	Public Improvements: Sidewalks, Lighting and Art
3	Public Improvements: Code Enforcement
5	Public Services: Literacy Program
6	Public Services: Code Enforcement Referral & Debris Removal Program

## Project Summary Information

Project summary information is based on an estimated amount of funds the City of Wenatchee will be awarded for the Community Development Block Grant. If availability of funds differs from the estimate, changes will be made proportionally.

<b>1</b>	<b>Project Name</b>	Program Administration & Planning
	<b>Goals Supported</b>	<ul style="list-style-type: none"> <li>– Preserve and Improve Neighborhoods</li> <li>– Reduce Homelessness</li> <li>– Support Public Services</li> </ul>
	<b>Funding</b>	CDBG: \$48,492.00
	<b>Description</b>	City staff will oversee implementation of projects including project management, fiscal administration, & reporting.
<b>2</b>	<b>Project Name</b>	Public Improvements: Sidewalks, Lighting and Art
	<b>Target Area</b>	South Central Wenatchee Neighborhood Core
	<b>Goals Supported</b>	Preserve and Improve Neighborhoods
	<b>Needs Addressed</b>	Neighborhood Improvement
	<b>Funding</b>	CDBG: <del>\$189,000.00</del> 2018 Award Allocation \$108,627.42 + 2017 Reallocation for Neighborhood Grants (\$16,126), Referral/Debris Removal (\$2,040.99), and Program Income ( <del>\$62,205.59</del> ). <i>There is also an open contract with RH2 with a remaining balance of \$133.01</i>
<b>Description</b>	City will finish up sidewalk design and begin construction to finish Phase II and III of the Chelan Avenue Sidewalk project to construct sidewalk, install pedestrian scale lighting and incorporate public inspired art. NOTE: In order to move forward with this project, the City of Wenatchee is requesting a pre-award on future CDBG funding from the 2018 and 2019 program years in an amount no less than \$85,000. This means that the majority of CDBG funding for those two program years will be paid back to the City of Wenatchee for their advance payment to cover project costs and allow the project to be completed early.	

3	<b>Project Name</b>	Public Improvements: Code Enforcement
	<b>Target Area</b>	South-Central Wenatchee Core
	<b>Goals Supported</b>	Preserve and Improve Neighborhoods
	<b>Needs Addressed</b>	Neighborhood Improvement
	<b>Funding</b>	CDBG: <b>\$84,800</b> 2018 Award Allocation \$48,100 + <b>2017 Program Income \$36,700</b>
	<b>Description</b>	Code Enforcement activities within the targeted low-income neighborhoods of South-Central Wenatchee Core
5	<b>Project Name</b>	Public Services: Literacy Program
	<b>Goals Supported</b>	Support Public Services
	<b>Needs Addressed</b>	Economic Development
	<b>Funding</b>	CDBG: \$35,000
	<b>Description</b>	The City will continue to support the educational efforts of the Wenatchee Literacy Council which provides ESL and literacy training for low-income Wenatchee residents.
6	<b>Project Name</b>	Public Services: Code Enforcement Referral & Debris Removal Program
	<b>Target Area</b>	South Central Wenatchee Neighborhood Core
	<b>Goals Supported</b>	Preserve and Improve Neighborhoods Support Public Services
	<b>Needs Addressed</b>	Neighborhood Improvement Public Services
	<b>Funding</b>	CDBG: <b>\$2,240.58</b>
	<b>Description</b>	The City of Wenatchee's Code Enforcement staff will oversee the Code Enforcement Referral & Debris Removal program. The program assists low-income residents in targeted neighborhoods in responding to code enforcement violation notices. Services include free dumpster rentals, free dump disposal vouchers, and referrals to volunteer community agencies that can assist with clean-up/repair chores.

## **Project Funding**

The project funding amounts listed above are estimates. If the City's actual allocation amount plus amount available from the previous year plus program income is different than the estimated amount above, the City will increase/decrease the project budgets as follows: 1.) Adjust Public Services projects (Literacy Program & Code Enforcement Referral Program) to constitute 15% of the total allocation; 2.) Adjust the Administration project to constitute 20% of the total allocation; and 3.) Adjust the sidewalk project to incorporate the balance of additional or decreased funds.

## **Pre Award Costs**

Due to possible conflict between the submittal deadline for the Annual Action Plan and the award allocation being provided from the U.S. Department of Housing and Urban Development and the need to ensure program and project success continues in our community, City staff may incur costs to the 2018 CDBG Program.

# **Geographic Distribution**

## **Geographic Areas to be Assisted**

In 2018, the City's public improvement and code enforcement efforts will primarily target the South-Central Wenatchee Core. Public services will benefit low- to moderate-income residents in Wenatchee.

## **Rationale Allocating Investments Geographically**

In 2012, the City facilitated a comprehensive community visioning process which included conducting a sustainable design assessment. The resulting Sustainable Design Assessment Report included key recommendations focused primarily on the predominately low-income South Wenatchee area. The City is planning to capitalize on these recommendations by focusing many of its 2018 activities on neighborhood revitalization efforts in the newly adopted area of the South-Central Wenatchee Core

Previously the CDBG target area was identified as the South Wenatchee, Tacoma Street and Central Wenatchee neighborhoods. An amendment in October 2014 was adopted to consolidate these areas based on the inter-relationships between neighborhoods in terms of access to public facilities (i.e., parks, K-12 schools, the Wenatchee Valley Community College), commercial areas, grocery stores and medical & government facilities. In acknowledgement of the mix of income levels of this area, geographic-based activities will be targeted to those portions of the area where there is greatest benefit to low- and moderate-income individuals consistent with the adopted 2013-2019 Consolidated Plan.

The characteristics observed within the geographic priority area include higher level of crime; housing stock in a state of deterioration; lack of public facilities such as sidewalks, lighting and parks; high levels of code enforcement issues; and signs of potential blight such as graffiti, junk vehicles and substandard structures. It is these areas that will receive further priority for CDBG activities. In addition, activities may be targeted to prevent the spread of urban decay and potential blight.



# Affordable Housing

## Introduction

There is an excessive housing cost burden on low-income residents, and the low rental vacancy rate provides a disincentive to rental property owners to accommodate low-income tenants. Additionally, many renters are over-housed, as there is a shortage of single unit rental properties. In 2018, the City will explore opportunities to attract and incentivize developers of affordable housing which align with our demographic needs.

## Affordable Housing Goals

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	750
Non-Homeless	70
Special-Needs	125
Total	945

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	650
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	650

# Public Housing

## Introduction

Wenatchee does not have a traditional public housing project. However, the Housing Authority of Chelan County & the City of Wenatchee provides a range of housing services including:

- Low-income housing for families, seniors, and individuals with disabilities
- Section 8 tenant-based housing vouchers
- Section 8 Family Self-Sufficiency program
- Agricultural & migrant housing

The Housing Authority owns and manages three multi-family properties in Wenatchee. These developments were built 20 - 30 years ago, and therefore, are beginning to require repairs and rehabilitation. The total rehabilitation cost is estimated to be \$1.4 million dollars. The Housing Authority does not have adequate funds for rehabilitation, and consequently is only able to address emergency repairs as they occur.

## Actions Planned to Address Public Housing Needs

The City of Wenatchee has a long-standing and positive working relationship with the local Housing Authority. While CDBG funds are inadequate to address their identified need for housing unit rehabilitation, the city will continue to seek opportunities to leverage resources aimed at the rehabilitation of existing public housing stock. Additionally, future CDBG funds allocated to infrastructure improvements (i.e. sidewalks, lighting) may be targeted to areas surrounding the Housing Authority's low-income housing properties.

## Actions Planned to Encourage Public Housing Residents to Participate in Homeownership

The Housing Authority offers their clients a self-sufficiency educational program which includes information on money management, home care, and life skills. They also offer an escrow incentive program to foster home ownership.

# Homeless and Other Special Needs Activities

## Introduction

The City of Wenatchee administers the following homeless funds on behalf of Chelan and Douglas counties: The Consolidated Homeless Grant, Chelan-Douglas County Homeless Funds, and Chelan County Low-Income Housing Funds. These funds are anticipated to provide a total of \$1.34 million in funding in 2018. Consequently, the City will not designate specific CDBG funds to homeless projects. It has, however, aligned CDBG goals and activities with the goals, strategies, and activities of the Chelan-Douglas Homeless Plan, especially in regards to increasing access to education, economic opportunities, and affordable housing.

A recurring theme in both the City's Consolidated Plan and the Chelan-Douglas Homeless Plan is the need to adopt a two-pronged approach to addressing homeless needs. This dual approach targets specific support services for homeless populations (i.e. youth, families, Veterans, the chronically homeless) while also pursuing community-wide measures to bring about systemic change that will enable low-income residents to move out of poverty. Specific goals and activities that support this dual approach are described below.

## One-Year Goals & Actions for Reducing Homelessness

The following goals and activities will be pursued in 2018 to reduce homelessness in the region:

- Promote & fund a balanced mix of services that will meet the diverse of needs of homeless individuals including children/teens; individuals with mental health and/or substance abuse issues; individuals with disabilities; Veterans; the chronically homeless; & those at-risk for homelessness.
- Prioritize a rapid rehousing approach that centers on providing homeless people with permanent housing quickly and then providing progressive support services as needed.
- Prioritize a targeted prevention approach that focuses on helping individuals at-risk of homelessness maintain their housing, thereby preventing homelessness.
- Manage a coordinated entry system in which homeless individuals who are seeking social services are able to quickly and easily locate and connect with services that best meet their needs.
- Develop simple & effective data systems in order to better quantify services, evaluate effectiveness, and identify gaps/opportunities for improvement.
- Allocate resources based on identified community needs and the achievement of targeted performance outcomes.
- Promote communication and collaboration among local social service providers.
- Promote public awareness/education and seek out broad-based community input.

# Barriers to Affordable Housing

## Introduction

Wenatchee is confined by the confluence of two rivers and the encirclement of the Cascade Foothills. While contributing to the visual and recreational appeal of the community, it seriously limits development. Limited developable land has raised the cost of land and deterred some would-be investors in residential and commercial property.

## Actions Planned to Remove Negative Effects of Public Policies That Serve as Barriers to Affordable Housing

The City plans to mitigate the negative effects of public policies that may serve as barriers to affordable housing by undertaking the following actions:

1. Facilitating multi-family housing and infill residential development including in commercial areas.
2. Reviewing Wenatchee City Code incentives for the development of affordable housing.
3. Utilizing public infrastructure incentives to promote additional residential development.
4. Promoting awareness of population demographics and housing needs with the development/real estate community.
5. Increasing economic opportunities to improve employment and wages.

## Other Actions

### Introduction

The 2018 Annual Action Plan includes a variety of other actions that will address HUD requirements & support the objectives outlined in the City's Consolidated Plan. These specific actions are described below.

### Actions Planned to Address Obstacles to Meeting Underserved Needs

The City will continue to conduct public outreach to ensure that the broader community is aware of the needs and opportunities identified in the Consolidated Plan and Annual Action Plan. In addition, the City will actively work to engage potential employer and landlord partners in overcoming obstacles to employment and housing. In 2016, that City of Wenatchee completed a Limited English Proficiency (LEP) Plan and will continue these efforts by developing a Language Access Plan (LAP) for implementation guidance. The City will also continue to provide Section 3 information to local businesses and individuals as a result of the City of Wenatchee receiving over \$200,000 in CDBG funding for the 2018 program year.

### Actions Planned to Foster and Maintain Affordable Housing

The City will take the following actions to foster and maintain affordable housing:

- The City will communicate regularly with local property owners/managers to identify potential barriers to maintaining affordable housing. This information will be used to update the Consolidated Plan and follow-on Annual Action Plans.
- The City will continue to facilitate the Landlord/Tenant Outreach Committee. This committee is made up of representatives from local housing providers. Its focus is to address barriers their clients face when attempting to obtain affordable rentals. Activities include: 1) Recruiting landlords who are open to renting to vulnerable populations; 2) Providing landlord liaison assistance when problems arise between landlords/tenants; 3) Providing education and training for both landlords and tenants on their respective rights and responsibilities.
- The City has allocated homeless grant funding to the Housing Justice Project which provides free legal assistance to low-income tenants facing eviction or other tenant-based legal issues. These services help prevent evictions and help many low-income families maintain affordable housing.

### Actions Planned to Reduce Lead-Based Paint Hazards

The City's Code Enforcement staff will address lead-based paint issues that arise. In addition, the City will include lead-based paint hazard information in community education and outreach

materials.

### **Actions Planned to Reduce Number of Poverty-Level Families**

The Plan's focus on reducing housing cost burden and increasing literacy and employability for low-income residents will help to decrease the number of poverty-level families in the region.

### **Actions Planned to Develop Institutional Structure**

Working with community partners, the City will improve institutional structure by defining which services are best delivered by government and which are best delivered by the private, non-profit, and faith-based sectors.

### **Actions Planned to Enhance Coordination between Housing Providers & Social Service Agencies**

Actions taken by the City in developing the Consolidated Plan, such as conducting community outreach and facilitating community-based committees, have continued on an ongoing basis. Input from these activities aided in the development of the 2018 Annual Action Plan and will be used for future planning efforts. These actions also promote greater coordination and communication between public/private housing agencies and other social service agencies.

In 2015, the City coordinated a major effort to improve coordination among social service agencies through the development of a Coordinated Entry system which was launched in October 2015. Coordinated Entry will significantly improve coordination between service agencies by establishing a common intake & assessment process that enables homeless providers to determine services that best meets the needs of the client. In addition, the system established a standardized referral process between service agencies in the area.

In 2018, the City will continue to manage the coordinated entry system including system evaluation and program improvements.

Another way for agencies to become more connected is through the Donne Beegle Communication Across Barriers - Opportunities Communities model that is being brought to the area by United Way. Through this process, education emphasizing the holistic view on poverty will be available to the community in different forms. What began on March 4, 2015 with a Prosperity Summit, has continued with the direction from United Way to identify navigators in the community. The now annual Prosperity Summit will continue to be followed up with training and coaching opportunities for the community through the well-known and established Poverty Institute.

## Program Specific Requirements

### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. Estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income.	100%