



WENATCHEE CITY COUNCIL
Thursday, June 13, 2019
Wenatchee City Hall Council Chambers
301 Yakima Street, 2nd 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 in the amount of \$190157 through #190227 in the amount of \$363,254.11 for April 18, 2019

Claim checks #190621 through #190706 in the amount of \$655,930.56 for May 23, 2019

Wire #1464 and #1465 in the amount of \$39,873.87 for May 28, 2019

Claim checks #190707 through #190716 in the amount of \$12,130.06 for May 30, 2019

Payroll distribution (retirees) in the amount of \$11,029.79 for May 31, 2019

Benefits/deductions in the amount of \$877,272.25 for May 31, 2019

Claim checks #190717 through #190814 in the amount of \$613,362.91 for May 31, 2019

Payroll distribution in the amount of \$2,935.88 for June 5, 2019

Payroll distribution in the amount of \$472,567.37 for June 5, 2019

Payroll distribution in the amount of \$1,700.24 for June 5, 2019

Claim checks #190832 through #190909 in the amount of \$257,976.12 for June 6, 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.

- Overview of 2019-2021 Homeless Grant Funding Recommendations
Presented by Glen DeVries/Sandra Van Osten

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

5. Action Items.

A. Coleman Oil Clean Up

Presented by Environmental Manager Jessica Shaw

Motion for City Council to authorize the Mayor to sign the Amendment/Addendum to Agreement for Temporary Discharge of Treated Groundwater to the City of Wenatchee Publically Owned Treatment Works.

B. Ordinance No. 2019-10, Deleting Appendix J, Grading

Presented by Environmental Manager Jessica Shaw

Motion to adopt Ordinance No. 2019-10, amending Section 2.04.010 "Adoption of Referenced Codes" of the Wenatchee City Code by the deletion of 2.04.010(b) Appendix J, Grading.

C. 2020 Pavement Preservation, City Project #1913 - Authorization to Negotiate

Presented by Engineering Services Manager Jacob Huylar and Project Engineer Jake Lewing

Motion for City Council to authorize the Mayor to negotiate with Perteet for design services for the 2020 Pavement Preservation (Project No. 1913) and further authorize the Mayor to sign a contract on behalf of the City.

D. 2019 Budget Amendment

Presented by Finance Director Brad Posenjak

Motion to adopt Ordinance No. 2019-27, amending the 2019 budget as adopted by Ordinance No. 2018-41, revoking, recalling or decreasing all or a portion of total appropriations provided for, entering findings that this Ordinance is in the best interest of the City and requiring that this Ordinance be approved by a majority plus one of the entire Council.

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

Presented by Economic Development Director Steve King

Motion for City Council to authorize the Mayor to sign a sixth 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 August 30, 2019

- F. Northwest Wholesale Lease Termination and Settlement Agreement
Presented by Economic Development Director Steve King

Motion for City Council to authorize the Mayor to negotiate and sign a lease termination agreement and a settlement agreement with Northwest Wholesale.

- G. Montana & Dakota Water Main Replacement Project #1702 – Authorization to Award Construction Contract
Presented by Project Engineer Jake Lewing

Motion for City Council to approve the project budget and award the contract for the construction of Montana and Dakota Water Main Replacement, Project #1702, to Pipkin Construction, in the amount of \$683,429.48, and authorize the Mayor to sign the construction contract documents.

- H. Iron Adjustments, City Project No. SW18-11 – Budget Amendment
Presented by Engineering Services Manager Jacob Huylar

Motion for City Council to approve the budget amendment for the Iron Adjustments Project, No. SW18-11.

- I. Arc Flash Analysis and Labeling – RH2 Amendment No. 5
Presented by Utilities Manager John Ricardi

Motion for City Council to approve the budget presented to the Finance Committee, and further requests the City Council authorize the Mayor to sign the Consultant Contract on behalf of the City with RH2 Engineering for the City of Wenatchee Arc Flash Analysis and Labeling – Project #SW19-07.

6. Reports.

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

7. Announcements.

8. Adjournment.



DRAFT

WENATCHEE CITY COUNCIL MEETING

Thursday, May 23, 2019

Wenatchee City Hall Council Chambers
301 Yakima Street, 2nd Floor
Wenatchee, WA 98801

MINUTES

In attendance:

Mayor Frank Kuntz
Councilmember Lyle Markhart
Councilmember Keith Huffaker
Councilmember Mark Kulaas
Councilmember Mike Poirier

Staff in attendance:

Executive Services Director Allison Williams
City Attorney Steve Smith
City Clerk Tammy Stanger
IS Support Jessi Saucedo
Environmental Manager Jessica Shaw
Parks, Recreation & Cultural Services Director David Erickson
Building & Fire Official Cliff Burdick
Community Development Director Glen DeVries
Economic Development Director Steve King
Finance Director Brad Posenjak
Public Works Director Rob Jammerman
Police Chief Steve Crown
Engineering Services Manager Jacob Huylar

4:45 p.m. Executive Session. The Mayor called the meeting to order at 4:45 p.m. for the purpose of meeting in executive session. Councilmembers Lyle Markhart, Keith Huffaker, Mark Kulaas and Mike Poirier were present.

Motion by Councilmember Mark Kulaas to convene in executive session to consider the acquisition of real estate by purchase when public knowledge regarding such consideration would cause a likelihood of increased price; and to discuss with legal counsel representing the agency matters of potential litigation when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency, for a time period not to exceed 30 minutes and with legal counsel present. Motion seconded by Councilmember Lyle Markhart. Motion carried (4-0).

5:15 p.m. Regular Meeting

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

The Mayor called the regular meeting to order at 5:15 p.m. Councilmembers Lyle Markhart, Keith Huffaker, Mark Kulaas and Mike Poirier were present for a quorum.

2. Consent Items:

Motion by Councilmember Keith Huffaker to approve agenda, vouchers, and minutes from previous meetings and for City Council to approve the Special City Attorney – Prosecutor Agreement with Weed, Graafstra & Associates, Inc., P.S. and authorize the Mayor's signature. Motion seconded the Councilmember Mike Poirier. Motion carried (4-0).

3. Citizen Requests/Comments.

John Pringle, 2377 Silo Drive, East Wenatchee, WA, on behalf of Velocity Swimming, thanked the City for the continued support of the pool, the importance of the pool for the community, and invited all to attend the upcoming Apple Capital Swim Meet.

Washington State Apple Blossom Festival Executive Director Darci Christoferson, provided an update on the 100th festival, thanked the city for the remodel of the Carnegie Building, and the huge success of the Apple Blossom Festival documentary.

4. Presentations.

- Memorial Day Proclamation read by Councilmember Mark Kulaas.

5. Public Hearing Items.

The Mayor called the public hearing to order and explained the public hearing process.

A. Ordinance No. 2019-19, amending Chapter 16.14 Wenatchee City Code

Building & Fire Code Official Cliff Burdick presented the staff report. Council asked questions. The Mayor asked for public comment. There was no one who wished to speak.

Motion by Councilmember Mark Kulaas for City Council to adopt Ordinance No. 2019-19, amending Chapter 16.14 Wenatchee City Code by the addition of an administrative nuisance abatement process, and providing an effective date therefore. Councilmember Keith Huffaker seconded the motion. Motion carried (4-0).

B. Ordinance No. 2019-20, adopting the 2015 International Property Maintenance Code with amendments

Building & Fire Code Official Cliff Burdick presented the staff report. Council asked questions. The Mayor asked for public comment. There was no one who wished to speak.

Motion by Councilmember Lyle Markhart for City Council to adopt Ordinance No. 2019-20, adopting the 2015 edition of the International Property Maintenance Code, with amendments thereto, regulating and governing the conditions and maintenance of all

property, buildings and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary and fit for occupation and use; and the condemnation of buildings and structures unfit for human occupancy and use, and the demolition of such existing structures in the City of Wenatchee; repealing Chapter 2.07 of the Wenatchee City Code; providing for severability and an effective date. Motion seconded by Councilmember Mark Kulaas. Motion carried (4-0).

- C. Ordinance No. 2019-21, creating Chapter 2.12 of the Wenatchee City Code entitled “Registration of Defaulted Mortgage and Vacant Property”

Building & Fire Code Official Cliff Burdick presented the staff report. Council asked questions. The Mayor asked for public comment. There was no one who wished to speak.

Motion by Councilmember Keith Huffaker for City Council to adopt Ordinance No. 2019-21, creating Chapter 2.12 of the Wenatchee City Code to be entitled “Registration for Defaulted Mortgage and Vacant Property”; providing for purpose, intent and applicability of the ordinance, requiring the registration and maintenance of certain real property by mortgages and vacant property owners; providing for penalties and enforcement, as well as the regulation, limitation and reduction of registrable real property within the City of Wenatchee; providing for severability and an effective date. Motion seconded by Lyle Markhart. Motion carried (4-0).

- D. Ordinance No. 2019-22, creating Chapter 16.15 of the Wenatchee City Code entitled “Regulation of Abatement of Unsafe and Unsanitary Structures or Premises”

Building & Fire Code Official Cliff Burdick presented the staff report. The Mayor asked for public comment. There was no one who wished to speak

Motion by Councilmember Mike Poirier for City Council to adopt Ordinance No. 2019-22, creating Chapter 16.15 of the Wenatchee City Code to be entitled “Regulation and Abatement of Unsafe and Unsanitary Structures or Premises”; providing for purpose, intent and applicability of the ordinance, providing for the administrative abatement of unsafe and unsanitary buildings or premises; providing for enforcement, assessment of costs and penalties; providing for severability and an effective date. Councilmember Keith Huffaker seconded the motion. Motion carried (4-0).

- E. Ordinance No. 2019-23, amending Chapter 6A.14 Wenatchee City Code

Building & Fire Code Official Cliff Burdick presented the staff report. The Mayor asked for public comment. There was no one who wished to speak.

Motion by Councilmember Keith Huffaker for City Council to adopt Ordinance No. 2019-23, amending Wenatchee City Code Chapter 6A.14 relating to nuisances. Councilmember Mike Poirier seconded the motion. Motion carried (4-0).

F. Ordinance No. 2019-24, amending Chapter 5.120 Wenatchee City Code, Fireworks

Building & Fire Code Official Cliff Burdick presented the staff report. Council asked questions. The Mayor asked for public comment. There was no one who wished to speak.

Motion by Councilmember Mike Poirier for City Council to adopt Ordinance No. 2019-24, amending Chapter 5.120 relating to fireworks. Councilmember Keith Huffaker seconded the motion. Motion carried (4-0).

G. Ordinance No. 2019-25, amending WCC 16.02.020(2)

Building & Fire Code Official Cliff Burdick presented the staff report. The Mayor asked for public comment. There was no one who wished to speak.

Motion by Councilmember Mark Kulaas for City Council to adopt Ordinance No. 2019-25, amending certain provisions of Ordinance No. 2014-02, Section I, relating to the definition of "Administrator". Councilmember Mike Poirier seconded the motion. Motion carried (4-0).

H. Ordinance No. 2019-26, amending WCC 13.13.020

Building & Fire Code Official Cliff Burdick presented the staff report. The Mayor asked for public comment. There was no one who wished to speak.

Motion by Councilmember Lyle Markhart for City Council to adopt Ordinance No. 2019-26, amending certain provisions of Ordinance No. 2010-34, Section I, relating to the revocation, suspension or modification of a permit, subdivision, or other land use approval. Councilmember Keith Huffaker seconded the motion. Motion carried (4-0).

I. Land Surface Modification Code and Supporting Code Changes

Environmental Manager Jessica Shaw presented the staff report. Council asked questions. The Mayor asked for public comment. There was no one who wished to speak.

Motion by Councilmember Mark Kulaas for City Council to adopt Ordinances No. 2019-09 and 2019-12 regarding land surface modification permitting and construction and post-construction stormwater management. Councilmember Keith Huffaker seconded the motion. Motion carried (4-0).

6. Action Items.

J. Regional Water Redundancy – Exploratory Well Drilling & Testing – Supplement #5

Public Works Director Rob Jammerman presented the staff report. Council asked questions.

Motion by Councilmember Mike Poirier for City Council to authorize the Mayor to sign Supplement #5 with RH2 for continued Exploratory Well Drilling & Testing, Project #1302 in the amount of \$170,019. Councilmember Lyle Markhart seconded the motion. Motion carried (4-0).

K. Trust for Public Lands Project Agreement Amendment

Parks, Recreation and Cultural Services Director Dave Erickson presented the staff report. Council asked questions.

Motion by Councilmember Lyle Markhart for City Council to approve the project agreement with the Trust for Public Lands for the Kiwanis Methow Park Project and authorize the Mayor to sign. Councilmember Mark Kulaas seconded the motion. Motion carried (4-0).

L. On-Call Concrete Flatwork, City Project No. SW18-07

Engineering Services Manager Jacob Huylar presented the staff report. Council asked questions.

Motion by Councilmember Mike Poirier for City Council to award the construction contract for the On-Call Concrete Flatwork, Project No. SW18-07, to Black Forest Finishes in the amount of \$136,895.00 and authorize the Mayor to sign the construction contract documents. Councilmember Mark Kulaas seconded the motion. Motion carried (4-0).

M. Annexation 10 Percent Petition – Tramp Annexation

Community Development Director Glen DeVries presented the staff report. Council asked questions.

Motion by Councilmember Keith Huffaker 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 Foothills Low, and to require the assumption of existing indebtedness of the City by the area to be annexed. Councilmember Mark Kulaas seconded the motion. Motion carried (4-0).

7. Reports.

a. Mayor's Report. The Mayor reported on the following:

1. Groundbreaking for Methow Park was last weekend.
2. There have been several meetings about the foothills circulation plan.

3. He attended the Homeless Steering Committee meeting and a meeting with the County.
4. He and staff participated in a telephone conference with Drew Shirk of the Governor's office.
5. Triad development meetings have occurred.
6. A meeting with the Wenatchee School District regarding Springwater should occur in the next few weeks.
7. He attended the Public Works BBQ this week.
8. He attended a meeting with Microsoft executives and the PUD this week.
9. He is attending a Blue Zone meeting tomorrow.
10. LocalTel BBQ is tomorrow.
11. He will attend the Memorial Day services on Monday.
12. He asked Council to verify summer schedules with Tammy.
13. Still working on Parkside
14. Allison added that the meeting with the consultant for the Convention Center market analysis is next week.
15. A lot of good things are happening downtown.

b. Reports/New Business of Council Committees

Councilmember Mark Kulaas reported that Wenatchee Rotary has pledged \$30,000 for the BMX pump track. Also, he added that the Transportation Improvement Board will be calling for projects soon. They are meeting in Wenatchee in September and he asked the Mayor to welcome the board.

Councilmember Keith Huffaker said the Chelan-Douglas Health District Board was approached by a group for permission to present a needle exchange program to the board.

8. Announcements. None.

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

Frank J. Kuntz, Mayor

Attest:

Tammy L. Stanger, City Clerk

TO: Frank Kuntz, Mayor
City Council

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

SUBJECT: 2019 - 2021 Homeless Grant Funding Recommendations

DATE: June 10, 2019

MEETING DATE: June 13, 2019

I. OVERVIEW

The City of Wenatchee is responsible for administering the Ten-Year Plan to Reduce Homelessness in Chelan and Douglas Counties, pursuant to an interlocal agreement with Chelan County, Douglas County, and the City of East Wenatchee. This includes the distribution of local homeless funds collected by county auditors from recording surcharge fees and funds distributed by the Washington State Department of Commerce through the Consolidated Homeless Grant.

Estimated available homeless funding for July 1, 2019 through June 30, 2021 is calculated as follows:

Grant Program	Estimated Two-Year Funding Levels	Description
Chelan-Douglas County Homeless Fund & Fund Reserves	\$2,024,395	Funds activities in accordance with local homeless plan & local funding priorities. Includes use of some reserves.
City of Wenatchee Low-Income Housing Fund	\$113,424	Funds very low-income affordable housing & emergency shelter operations within the City of Wenatchee. Includes use of some reserves.
Consolidated Homeless Grant(CHG)/Housing & Essential Needs (HEN)	\$1,249,488	Funds permanent supportive housing, rapid rehousing, emergency shelters, transitional housing facilities, prevention, & outreach programs. Also funds rent assistance & Essential Needs for DSHS qualified HEN clients.
Subtotal	\$3,387,307	
City Administration	(\$165,013)	
Data Collection/Evaluation	(\$15,000)	
Homeless Plan Development	(\$10,000)	
Washington State Quality Audit	(\$5,000)	
Subgrantee Monitoring	(\$10,000)	
City Program Management: Landlord Liaison	(\$10,000)	
City Program Management: Coordinated Entry	(\$20,000)	
City Program Management: Low-Barrier Shelter Implementation	(\$10,000)	
Coordinated Entry Marketing Materials/Resource Directories	(\$5,000)	
Provider Staff Training	(\$10,000)	
Total Available Subgrant Funding	\$3,127,294	

The homeless planning and fund distribution processes are guided by the Homeless Steering Committee. The Steering Committee is comprised of community representatives and local elected officials invited from all jurisdictions in Chelan and Douglas Counties. An RFP Evaluation Sub-Committee was formed to review proposals, interview applicants, and develop preliminary funding recommendations. The following committee members participated in the grant proposal review and funding recommendation process: Kevin Overbay and Cathy Mulhall (Chelan County); Marc Straub (Douglas County); Lori Barnett and Shayne Magdoff (City of East Wenatchee); Allison Williams, Linda Herald, and Steve Crown (City of Wenatchee); Charity Bergman and Carrie Gavin (United Way); Claire Oatey (Community Foundation of NCW). City staff members (Glen Devries, Sandra Van Osten, and Oliver Crain) coordinated the evaluation process.

Eight agencies submitted proposals for 20 different homeless/housing projects totaling \$3,875,533 in requested funds. The requested funding exceeded available funding by \$748,239. The proposals were initially screened by City staff to ensure funding eligibility. Members of the Evaluation Sub-Committee reviewed proposals and interviewed applicants on June 5 – 6, 2019. The Evaluation Sub-Committee then developed preliminary funding recommendations that will be presented to and approved by the larger Homeless Steering Committee on June 12, 2019. Upon approval of these funding recommendations by the Homeless Steering Committee, City staff will forward a summary report to Wenatchee City Council members prior to the June 13th City Council meeting.

II. ACTION REQUESTED

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

- Enter into grant agreements between the Department of Commerce and the City of Wenatchee for the Consolidated Homeless/Housing & Essential Needs Grant (CHG/HEN).
- Enter into two-year grant agreements with subgrantees as recommended by the Homeless Steering Committee.

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

The sources of funds being made available include local and state funding specifically restricted to homeless and low-income housing eligible activities. Additional funds have been set-aside for City homeless program management activities including administration, data collection/evaluation, grantee monitoring/auditing, homeless plan development, Washington State Quality Audit fees, and program management activities associated with programs overseen by City staff (coordinated entry, landlord liaison, low-barrier shelter implementation, and provider training). Fiscal impacts to the City include administration & program management costs associated with administering these programs. A certain percentage of grant funds may be spent on City administration and program expenses. An estimate of these expenses are included in the 2019 adopted budget for funds 113, 117, and the Community Development Department budget. These expenses are reimbursable activities. Chelan Douglas Homeless Program cost impacts to the City's budget are evaluated for indirect costs and then directly for general fund impacts. Minor budget amendments are expected throughout the two-year grant term.

IV. **REFERENCE(S):** N/A

V. **ADMINISTRATIVE ROUTING**

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

TO: Frank Kuntz, Mayor
City Council

FROM: John Ricardi, Utilities Manager
Jessica Shaw, Environmental Manager

SUBJECT: Amendment to Coleman Oil Temporary Discharge Agreement

DATE: June 11, 2019

MEETING DATE: June 13, 2019

I. OVERVIEW

In March, the City of Wenatchee completed a temporary discharge agreement to accept treated ground water from the biodiesel cleanup at the Coleman Oil Company, 3 E. Chehalis. Rising groundwater this spring resulted in the need to discharge more treated water than what was allowed under the discharge agreement. Coleman Oil requested an amendment to the agreement in May to increase the volume from 4,000 gallons per day at a maximum rate of 10 gallons per minute to 8,000 gallons per day at a maximum rate of 20 gallons per minute. City staff have evaluated the impact of this request and have determined that the increased volume and rate can be discharged to the sewer system.

II. ACTION REQUESTED

Staff recommends the City Council authorize the Mayor's signature on the Amendment/Addendum to Agreement for Temporary Discharge of Treated Groundwater to the City of Wenatchee Publicly Owned Treatment Works.

III. FISCAL IMPACT Submitted to the Finance Committee Yes No

The increased discharge volume will result in increased fees for Coleman Oil.

IV. PROPOSED PROJECT SCHEDULE

If the proposed amendment is approved, Coleman Oil will be able to increase discharges right away.

V. REFERENCE(S)

1. Amendment/Addendum Agreement for Temporary Discharge of Treated Groundwater to the City of Wenatchee Publicly Owned Treatment Works.

VI. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Brad Posenjack, Finance Director

**AMENDMENT/ADDENDUM TO AGREEMENT FOR TEMPORARY DISCHARGE
OF TREATED GROUNDWATER TO THE CITY OF WENATCHEE
PUBLICALLY OWNED TREATMENT WORKS**

AMENDMENT/ADDENDUM made this ____ day of _____, 2019, by and between the City of Wenatchee, a Washington municipal corporation, hereinafter referred to as “City,” and Coleman Oil, Inc., hereinafter referred to as “Coleman,” to that certain Agreement for Temporary Discharge of Treated Groundwater to the City of Wenatchee Publically Owned Treatment Works.

R E C I T A L S:

WHEREAS, the City owns and operates a publically owned treatment works (hereinafter “POTW”); and

WHEREAS, the City and Coleman previously entered into an Agreement dated March 14, 2019, for the discharge of treated groundwater from the spill cleanup at 3 Chehalis Street, Wenatchee, Washington (“the Agreement”); and

WHEREAS, the Agreement provided that Coleman shall be limited to a maximum discharge to the POTW of 4000 gallons per day and at a maximum rate of 10 gallons per minute; and

WHEREAS, Coleman has requested that it be allowed to discharge up to 8000 gallons per day and at a maximum rate of 20 gallons per minute; and

WHEREAS, City Staff has reviewed Coleman’s request to increase the maximum discharge to the POTW up to 8000 gallons per day at a maximum rate of 20 gallons per minute and has no objection to the request.

ADDENDUM/AMENDMENT

1. Section 2.4 of the Agreement shall be and hereby is amended to read as follows:

“2.4 COLEMAN shall be limited to a maximum discharge to the POTW of 8000 gallons per day and at a maximum rate of 20 gallons per minute.”

2. Except as modified herein, the Agreement shall remain unmodified and in full force and effect.

CITY OF WENATCHEE, a Washington
municipal corporation

COLEMAN OIL, INC.

By _____
FRANK J. KUNTZ, Mayor
Date: _____

By _____
JAMES C. CACH
Southwest Region Operations Manager
Date: _____

**AMENDMENT/ADDENDUM TO AGREEMENT FOR TEMPORARY DISCHARGE
OF TREATED GROUNDWATER TO THE CITY OF WENATCHEE
PUBLICALLY OWNED TREATMENT WORKS**

AMENDMENT/ADDENDUM made this ____ day of _____, 2019, by and between the City of Wenatchee, a Washington municipal corporation, hereinafter referred to as “City,” and Coleman Oil, Inc., hereinafter referred to as “Coleman,” to that certain Agreement for Temporary Discharge of Treated Groundwater to the City of Wenatchee Publically Owned Treatment Works.

R E C I T A L S :

WHEREAS, the City owns and operates a publically owned treatment works (hereinafter “POTW”); and

WHEREAS, the City and Coleman previously entered into an Agreement dated March 14, 2019, for the discharge of treated groundwater from the spill cleanup at 3 Chehalis Street, Wenatchee, Washington (“the Agreement”); and

WHEREAS, the Agreement provided that Coleman shall be limited to a maximum discharge to the POTW of 4000 gallons per day and at a maximum rate of 10 gallons per minute; and

WHEREAS, Coleman has requested that it be allowed to discharge up to 8000 gallons per day and at a maximum rate of 20 gallons per minute; and

WHEREAS, City Staff has reviewed Coleman’s request to increase the maximum discharge to the POTW up to 8000 gallons per day at a maximum rate of 20 gallons per minute and has no objection to the request.

ADDENDUM/AMENDMENT

1. Section 2.4 of the Agreement shall be and hereby is amended to read as follows:

“2.4 COLEMAN shall be limited to a maximum discharge to the POTW of 8000 gallons per day and at a maximum rate of 20 gallons per minute.”

2. Except as modified herein, the Agreement shall remain unmodified and in full force and effect.

CITY OF WENATCHEE, a Washington
municipal corporation

COLEMAN OIL, INC.

By _____
FRANK J. KUNTZ, Mayor
Date: _____

By James C. Cach
JAMES C. CACH
Southwest Region Operations Manager
Date: 5/30/2019

**COUNCIL AGENDA REPORT
PUBLIC WORKS DEPARTMENT**

TO: Frank Kuntz, Mayor
City Council

FROM: Jessica Shaw, Environmental Manager

SUBJECT: Ordinance 2019-10 Deleting Appendix J, Grading

DATE: May 28, 2019

MEETING DATE: June 13, 2019

I. OVERVIEW

The purpose of this ordinance is to delete Wenatchee City Code 2.04.010(1)(b), Appendix J, which allows for the issuance of a grading permit. The Land Surface Modification Code (Wenatchee City Code 9.30) adopted under Ordinance 2019-09 on May 23, 2019 replaces Appendix J.

II. ACTION REQUESTED

Staff recommends that the City Council adopt Ordinance 2019-10 deleting Wenatchee City Code 2.04.010(1)(b) regarding Appendix J, Grading.

III. FISCAL IMPACT Submitted to the Finance Committee Yes No

No fees were adopted to support Appendix J. Fees associated with the Land Surface Modification permit are scheduled to be presented to City Council for adoption on June 13, 2019.

IV. PROPOSED PROJECT SCHEDULE

City Staff are currently working on education and outreach for the implementation of the Land Surface Modification Code. Staff anticipate issuing the first permits under this new code in July.

V. REFERENCE(S)

1. Ordinance 2019-10

VI. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Brad Posenjack, Finance Director

ORDINANCE NO. 2019-10

AN ORDINANCE of the City of Wenatchee, Washington, amending Section 2.04.010 “Adoption of Referenced Codes” of the Wenatchee City Code by the deletion of 2.04.010(b) Appendix J, Grading.

SECTION I

Section 2.04.010 “Adoption of Referenced Codes” shall be and hereby is amended as follows:

Delete 2.04.010(1)(b) Appendix J, Grading.

SECTION II

Severability

If any section, subsection, sentence, clause or phrase of this Ordinance is declared or judged by a court of competent jurisdiction to be invalid or unconstitutional, such adjudication shall in no manner affect the remaining portions of this Ordinance which shall be in full force and effect as if said section, subsection, sentence, clause or phrase so declared or adjudged invalid or unconstitutional were not originally a part hereof.

SECTION III

Effective Date

This ordinance shall take effect thirty (30) days from and after approval and publication as provided by law.

ADOPTED by the Council of the City of Wenatchee, Washington, at a regular meeting thereof, held this _____ day of _____, 2019.

CITY OF WENATCHEE, a municipal corporation

By _____
FRANK J. KUNTZ, Mayor

ATTEST:

By _____
TAMMY L. STANGER, City Clerk

APPROVED:

By _____
STEVE D. SMITH, City Attorney

TO: Frank Kuntz, Mayor
City Council

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

SUBJECT: 2020 Pavement Preservation, City Project #1913
Authorization to Negotiate

DATE: May 31, 2019

MEETING DATE: June 13, 2019

I. OVERVIEW

The purpose of the City of Wenatchee’s Pavement Management Program (PMP) is to extend the life of its pavements and cut down on major repair costs. The City is implementing a multi-year program to apply maintenance and preservation treatments to selected streets and improve the overall condition of its pavement network.

The Pavement Management Program identified approximately 15 miles of proposed streets for a 2020 preservation project based on the pavement condition and available budget. The selected streets have an average Pavement Condition Index (PCI) rating of 61 and consist primarily of residential or local roads with existing curb and gutter, sidewalks, curb ramps, and driveways located along their limits. The intent of the project is to identify and repair isolated pavement deficiencies, provide preservation treatments consisting of thin HMA overlays or inlays, and upgrade pedestrian facilities to current ADA standards as required. The project will include performing site explorations to determine existing pavement thicknesses, current ADA accessibility compliance, and right-of-way/easement needs to construct necessary improvements.

A request for qualifications was issued April 10, 2019 and seven proposals were received on May 8th, 2019. City staff has determined Perteet to be most qualified, based on qualifications submitted, to perform engineering services for this project. Other firms that proposed on the project included: RH2 Engineering, TD&H Engineering, Western Pacific Engineering and Survey, Gray & Osborne, Inc., KPG, and PACE Engineers.

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 Perteet for design services for the 2020 Pavement Preservation (Project No. 1913) and further authorize the Mayor to sign a contract on behalf of the City.

III. FISCAL IMPACT

The project budget was approved by the Finance Committee and City Council on March 28th, 2019 (see attached).

IV. PROPOSED PROJECT SCHEDULE

The project is scheduled for construction in 2020. Preliminary engineering will take place throughout the rest of 2019 and early 2020.

V. REFERENCE(S)

1. Project Budget

VI. ADMINISTRATIVE ROUTING

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

2019 Capital Improvement Project Budget

Date: March 18, 2019

Project Name: 2020 Pavement Preservation Project Category: Street Capital Projects

Project Description: Overlay various city streets as identified by the city's Streetsaver Pavement Management Program.

Lead Engineer:	<u>Jake Lewing</u>	Start Year:	<u>2019</u>
Assigned Department:	<u>Engineering</u>	End Year:	<u>2020</u>
Original Project Budget:	<u>\$4,700,000</u>	Project Number:	<u>1913</u>
Budget Amendment:	<u></u>	Total City Funding:	<u>\$4,700,000</u>
		Other Funding:	<u>\$0</u>

Revenue Notes and/or Requests for Budget Changes:

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2019	2020	2021	
Design Engineering	470,000			423,000	47,000		470,000
Right of Way Acquisition							
Construction Contract	3,855,450				3,855,450		3,855,450
Construction Engineering	336,000				336,000		336,000
Miscellaneous							
Art Fund	38,550				38,550		38,550
Total Project Expenditures	4,700,000			423,000	4,277,000		4,700,000

Project Revenues by Category		Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
					2019	2020	2021	
Fund:	#108 - Street Maintenance	2,000,000				2,000,000		2,000,000
Fund:	#111 - Street Overlay	1,700,000			423,000	1,277,000		1,700,000
Fund:	#119 - TBD	1,000,000				1,000,000		1,000,000
Fund:								
Fund:								
GRANTS:								
Federal								
TIB								
Total Project Revenues		4,700,000			423,000	4,277,000		4,700,000

Approved by: 
Brad Posenjak, Finance Director

Date: 3/29/2019

**COUNCIL AGENDA REPORT
FINANCE DEPARTMENT**

TO: Frank Kuntz, Mayor
City Council Members

FROM: Brad Posenjak, Finance Director

SUBJECT: Ordinance 2019-27, amending the 2019 budget Ordinance 2018-41

DATE: June 5, 2019

MEETING DATE: June 13, 2019

I. OVERVIEW

When the 2019 budget was adopted in 2018, many projects and budget needs were not anticipated. Ordinance 2019-27 amends the 2019 budget to provide the necessary legal authority to complete projects, provide resources, and fund positions already approved by the finance committee.

Exhibit A of Ordinance 2019-27 summarizes over 40 budget requests that have been reviewed and approved by the Finance Committee.

II. ACTION REQUESTED

Staff requests the City Council approve Ordinance 2019-27 amending the 2019 budget as adopted by Ordinance #2018-41, revoking, recalling or decreasing all or a portion of total appropriations provided for, entering findings that this ordinance is in the best interest of the City and requiring that this Ordinance be approved by a majority plus one of the entire Council.

III. FISCAL IMPACT

This ordinance ensures several funds of the City do not exceed original budget appropriations, as required by law. This has been reviewed by Finance Committee.

IV. ATTACHMENTS

Ordinance 2019-27
Ordinance 2019-27, Exhibit "A"

V. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk

ORDINANCE NO. 2019-27

AN ORDINANCE, amending the 2019 Budget as adopted by Ordinance No. 2018-41, revoking, recalling or decreasing all or a portion of total appropriations provided for, entering findings that this Ordinance is in the best interest of the City and requiring that this Ordinance be approved by a majority plus one of the entire Council.

THE CITY COUNCIL OF THE CITY OF WENATCHEE DO ORDAIN as

follows:

SECTION I

Ordinance No. 2018-41 adopting the 2019 Budget, be and the same is hereby amended by decreasing, revoking or recalling all or a portion of total appropriations and re-appropriating for another purpose or purposes, without limitation to department, division or fund, the use of such monies as is set forth on Exhibit "A" attached hereto and incorporated herein by reference.

SECTION II

This Ordinance is adopted pursuant to the authority of RCW 35A.33.120.

SECTION III

The facts and findings for this Ordinance are that the budget, as originally adopted for the year 2019, needs to be amended so as to balance the budget and to appropriate funds to maintain the public peace, safety and welfare.

SECTION IV

This Ordinance is adopted by at least a majority plus one vote of the City Council as required by the authority set forth in Section II hereof.

PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE at a
regular meeting thereof this 13th day of June 2019.

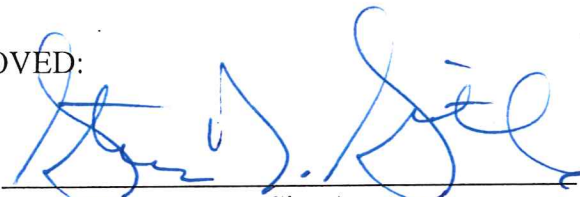
CITY OF WENATCHEE, a Municipal
Corporation

By: _____
FRANK KUNTZ, Mayor

ATTEST:

By: _____
TAMMY STANGER, City Clerk

APPROVED:

By:  _____
STEVE D. SMITH, City Attorney

CITY OF WENATCHEE, WA
2019 Budget Amendment
Ordinance # 2019-27, Exhibit A

Fund Title	Fund No.	Beginning Fund Balance	Revenue			Appropriations			Ending Fund Balance
			Initial Budget	Ordinance 2019-27	Total Revenue	Initial Budget	Ordinance 2019-27	Total Approp.	
General	001	10,000,000	26,681,300	154,060	26,835,360	29,678,780	2,230,470	31,909,250	4,926,110
Rainy Day	005	1,530,000	511,000	(500,000)	11,000	-	-	-	1,541,000
Public Arts	101	70,000	15,500	-	15,500	9,000	-	9,000	76,500
PFD .2% Sales Tax	102	-	2,600,000	-	2,600,000	2,600,000	-	2,600,000	-
Paths and Trails	103	15,000	3,000	-	3,000	-	-	-	18,000
Tourism Promotion Area	104	75,000	251,000	-	251,000	275,000	-	275,000	51,000
Hotel/Motel Tax - Capital Outlay	105	-	362,500	-	362,500	362,500	-	362,500	-
Convention Center	106	400,000	1,470,360	-	1,470,360	1,426,640	35,000	1,461,640	408,720
Hotel/Motel - Tourism	107	200,000	727,000	-	727,000	805,920	-	805,920	121,080
Street Maintenance	108	2,500,000	3,563,300	-	3,563,300	3,640,760	-	3,640,760	2,422,540
Arterial Streets	109	500,000	5,360,460	168,580	5,529,040	5,650,580	249,850	5,900,430	128,610
LEOFF 1 Long-Term Care	110	615,000	56,000	-	56,000	55,000	-	55,000	616,000
Street Overlay	111	2,100,000	1,044,000	760,000	1,804,000	1,575,000	1,202,910	2,777,910	1,126,090
Impact Fees	112	32,700	200	-	200	-	-	-	32,900
Low Income Housing	113	60,000	36,250	-	36,250	43,500	-	43,500	52,750
Community Center	114	90,000	31,000	106,530	137,530	32,510	115,945	148,455	79,075
CDBG Entitlement	115	117,210	242,460	-	242,460	359,670	-	359,670	-
LEOFF 1 Retiree Health Insurance	116	650,000	145,000	-	145,000	322,600	-	322,600	472,400
Homeless Housing	117	400,000	1,089,670	-	1,089,670	1,299,540	-	1,299,540	190,130
Abatement	118	60,000	11,100	-	11,100	40,000	-	40,000	31,100
Transportation Benefit District	119	500,000	502,000	-	502,000	493,530	-	493,530	508,470
Police Station UTGO Bonds	201	-	327,830	-	327,830	326,040	-	326,040	1,790
Councilmanic LTGO Bonds	205	5,000	2,170,800	-	2,170,800	2,168,800	-	2,168,800	7,000
REET Capital Projects	301	800,000	582,000	-	582,000	554,750	-	554,750	827,250
Parks & Recreation Capital Projects	302	250,000	4,270,430	820,000	5,090,430	4,497,010	299,060	4,796,070	544,360
Economic Development Capital Proje	304	-	15,030,000	-	15,030,000	6,100,000	3,676,820	9,776,820	5,253,180
Local Revitalization Financing	307	4,100,000	550,000	-	550,000	4,436,950	-	4,436,950	213,050
Water Utility	401	3,000,000	5,441,550	-	5,441,550	7,196,380	199,230	7,395,610	1,045,940
Sewer Utility	405	8,000,000	7,536,750	-	7,536,750	12,564,270	136,250	12,700,520	2,836,230
Storm Drain Utility	410	4,000,000	3,056,800	-	3,056,800	3,510,900	46,250	3,557,150	3,499,650
Regional Water	415	2,500,000	1,600,680	-	1,600,680	1,093,560	-	1,093,560	3,007,120
Solid Waste Utility	420	320,000	2,500	-	2,500	96,500	88,000	184,500	138,000
Regional Decant Facility	425	100,000	450,000	-	450,000	473,290	-	473,290	76,710
Cemetery	430	-	561,900	-	561,900	505,380	-	505,380	56,520
Equipment Rental O&M	501	330,000	911,800	-	911,800	1,066,420	64,000	1,130,420	111,380
Self Insurance	502	1,315,000	1,003,000	-	1,003,000	1,050,000	-	1,050,000	1,268,000
Equipment Rental Replacement	503	2,800,000	979,100	210,000	1,189,100	758,920	176,000	934,920	3,054,180
Facilities Maintenance	504	1,500,000	704,700	150,180	854,880	1,670,630	206,600	1,877,230	477,650
Information Systems	505	300,000	1,333,940	-	1,333,940	1,413,160	36,580	1,449,740	184,200
Cemetery Endowment	610	1,100,000	28,000	-	28,000	-	-	-	1,128,000
Firemen's Pension	611	1,550,000	47,000	-	47,000	165,500	-	165,500	1,431,500
		51,884,910	91,291,880	1,869,350	93,161,230	98,318,990	8,762,965	107,081,955	37,964,185

TO: Frank Kuntz, Mayor
City Council

FROM: Steve King, Economic Development Director

SUBJECT: Purchase and Sale Agreement – Mission/Kittitas Parking Lot

DATE: June 7, 2019

MEETING DATE: June 13, 2019

I. OVERVIEW

The City Council declared the Mission and Kittitas Parking lot surplus on by passing resolution 2017-39 on August 10, 2017. A public hearing was held at that time as well. The City Council intends to sell this parking lot for the purposes of developing housing in downtown. The lack of market rate housing is at a crisis level in the region and thus this is one way the city can help encourage housing. Creating housing opportunities in downtown has also been a goal of the city for a number of years as identified in the City's Comprehensive Plan as well as the Downtown Subarea Plan.



Following surplus, the City Council authorized entering a purchase and sale agreement with Weidner Apartment Homes on October 26, 2017. Since entering into the purchase and sale agreement, Council approved amendment #1 to the agreement providing time and resources for Weidner Apartment Homes to perform environmental due diligence on the site and for a housing project. Five amendments to the agreement have been executed extending the feasibility period to help develop the project and work on the development agreement. Weidner Apartments homes is considering expanding the scope of the project to include additional units and thus will need to update the traffic study and SEPA checklist.

The action before Council provides the authorization for the Mayor to sign amendment #6 providing an extension to allow the purchaser to finish necessary studies for SEPA and a development agreement public hearing. This extension will cause the purchase and sale agreement to expire on August 30, 2019.

II. ACTION REQUESTED

Staff recommends the City Council authorize the Mayor to sign a sixth 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 August 30, 2019.

III. FISCAL IMPACT Submitted to the Finance Committee Yes No

There is no fiscal impact associated with this extension.

IV. PROPOSED PROJECT SCHEDULE

Depending on the outcome of negotiations, this project would proceed within 36 months of closing.

V. REFERENCE(S):

- a. Amendment #6

VI. ADMINISTRATIVE ROUTING

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

SIXTH AMENDMENT TO PURCHASE AND SALE AGREEMENT

This Sixth Amendment to Purchase and Sale Agreement (this “**Amendment**”) is made this ___ day of June, 2019, by and between the CITY OF WENATCHEE, a Washington municipal corporation (“**Seller**”) and WEIDNER INVESTMENT SERVICES, INC., a Washington corporation as Buyer (“**Buyer**”).

RECITALS

A. Seller and Buyer previously executed that certain Purchase and Sale Agreement dated October 26, 2017, as amended by that certain First Amendment to Purchase and Sale Agreement dated April 27, 2018, Second Amendment to Purchase and Sale Agreement dated July 23, 2018, Third Amendment to and Reinstatement of Purchase and Sale Agreement dated October 29, 2018, Fourth Amendment to Purchase and Sale Agreement dated January 15, 2019, and Fifth Amendment to Purchase and Sale Agreement dated April 11, 2019 (collectively, the “**Agreement**”).

B. Seller and Buyer have agreed to amend the Agreement, subject to the terms and conditions set forth in this Amendment.

AGREEMENT

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. Defined Terms. All capitalized terms referred to herein shall have the same meaning provided in the Agreement, except where expressly defined to the contrary herein.
2. Review Period. The Review Period (as defined in Section 5.1 of the Agreement) is hereby extended to end on August 30, 2019.
3. Full Force and Effect. Buyer and Seller agree that the Agreement, as amended by this Amendment, is in full force and effect and is the valid and binding obligation of Seller and Buyer, as if it had never been terminated.
4. Signatures; Counterparts. This Amendment may be executed in counterparts that, when assembled, shall form one document, and signatures executed via facsimile or email shall have the same force and effect as originals.

[Signatures on following page.]

DATED as of the date and year first above written.

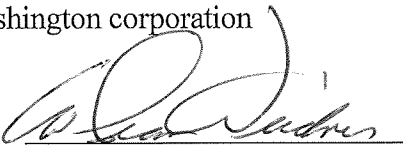
SELLER:

CITY OF WENATCHEE,
a Washington municipal corporation

By: _____
Name: Frank Kuntz
Its: Mayor

BUYER:

WEIDNER INVESTMENT SERVICES, INC.,
a Washington corporation

By: 
W. Dean Weidner, President

TO: Frank Kuntz, Mayor
City Council

FROM: Steve King, Economic Development Director

SUBJECT: Northwest Wholesale Lease Termination and Settlement Agreement

DATE: June 7, 2019

MEETING DATE: June 13, 2019

I. OVERVIEW

The City of Wenatchee purchased property owned by Northwest Wholesale in July of 2018. The purchase of their North Wenatchee holdings was made to allow the city to secure right of way for McKittrick Street and Columbia Street and to facilitate the redevelopment of the area after the Sleepy Hollow Fires destroyed several warehouses.

A portion of the purchase was made as part of the McKittrick Street signal project which is subject to Federal Right of Way acquisition procedures. Those process involve paying for relocation when a business is required to move. The grant funding for this project paid for a portion of those costs for the area of the business impacted by the signal project. The remaining relocation costs are to be funded outside of the grant. This is the reason behind this settlement agreement. This settlement agreement allows the city to pay for relocation expenses which were unknown at the time of the sale in 2018.

Additionally, Northwest Wholesale leased the property back from the city while their new facility was under construction. As of May 31, 2019, Northwest Wholesale has vacated the site. This action items includes authorization to terminate the lease giving the city the right to construct the roads and prepare remnant properties to sell including demolition of existing buildings.

II. ACTION REQUESTED

Staff recommends the City Council authorize the Mayor to negotiate and sign a lease termination agreement and a settlement agreement with Northwest Wholesale.

III. FISCAL IMPACT Submitted to the Finance Committee Yes No

The settlement agreement is for \$36,519.51. The funds used to cover this expenditure will be from the North Wenatchee Redevelopment budget. Northwest Wholesale has provided copies of all of the documentation supporting the settlement. Staff has reviewed these expenses and concurs with the amount being requested. It is noted that Northwest Wholesale used their own crews and did not charge overhead on labor saving the city a considerable amount of costs. A summary of costs are as follows:



Warehouse Moving Expenses

		Date	Expense
Apple City Electric	Disconnect Power to Refrigeration Unit	4/11/2019	\$102.98
Arctic Refrigeration	Dismantle/Move/Reassemble Refrigeration Unit	2/5/2019	\$1,207.37
Ag Supply	Move Propane Tank	2/11/2019	\$162.60
Beckstead Electric, Inc.	Electrical Hook-up Propane Tank	2/13/2019	\$3,381.25
McDonald & Son Construction	Dismantle/Reassemble Bulk Fert Silo	11/21/2018	\$14,733.15
Smith Excavation	Transport Bulk Fert Silo	11/20/2018	\$938.09
Beckstead Electric, Inc.	Electrical Hook-up Fert Silo	2/2019	\$5,334.26
D.R. Irish Invoice	Move Warehouse computers and switches	2/28/2019	\$3,600.00
NWW Labor	Move Warehouse Equipment & Stock	Various	\$7,059.81
			<hr/>
			\$36,519.51

IV. REFERENCE(S):

- a. Draft Termination Agreement. This draft is the basis for negotiation.
- b. Draft Lease Settlement Agreement. This draft is the basis for negotiation.

V. ADMINISTRATIVE ROUTING

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

Return Address:

TERMINATION OF LEASE AGREEMENT

Reference numbers of related documents: 2481205
Grantors: 1. CITY OF WENATCHEE
Grantees: 1. NORTHWEST WHOLESALE, INC.
Legal Description: 1. Ptn. Lot 1, Northwest Add. to Wenatchee, Vol. 5, p. 17 2. Additional legal description is on page 4 of document
Assessor's Property Tax Parcel Number(s): 232033733005

THIS TERMINATION OF LEASE AGREEMENT is made on _____, 2019, between City of Wenatchee, a municipal corporation of the State of Washington ("Landlord"), and Northwest Wholesale, Inc., a Washington corporation ("Tenant").

RECITALS:

The parties declare:

A. Landlord and Tenant have entered into a Lease Agreement dated July 13, 2018, which was recorded at Chelan County Auditor's File No. 2481205, by which Landlord leased to Tenant for a period of eighteen (18) months beginning July 13, 2018, the premises described as follows:

See Exhibit "A" attached hereto and incorporated herein by this reference.

B. The Tenant has left the premises permanently and the parties desire to terminate and cancel the Lease Agreement and the tenancy as of May 31, 2019, and to release each other from their respective obligations under the Lease Agreement.

In consideration of the mutual covenants contained in this Agreement, the parties agree as follows:

1. The Lease Agreement is terminated as of May 31, 2019, subject to the terms and conditions as set forth below.

2. Landlord and Tenant are released from their respective obligations to observe the terms and conditions of the Lease Agreement.

3. All of the terms and conditions of this Agreement shall be binding on and inure to the benefit of the parties, their respective heirs, devisees, legal representatives, successors and assigns of the parties.

DATED this _____ day of _____, 2019.

LANDLORD:
CITY OF WENATCHEE

By _____
FRANK J. KUNTZ, Mayor

TENANT:
NORTHWEST WHOLESALE, INC.

By _____
KEN KNAPPERT, General Manager

STATE OF WASHINGTON)
) ss.
County of Chelan)

I certify that I know or have satisfactory evidence that Frank J. Kuntz is the person who appeared before me and said person acknowledged that he signed this instrument, on oath stated that he is authorized to execute the instrument and acknowledged it as the Mayor of the City of Wenatchee, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED this _____ day of _____, 2019.

(signature)

(printed or typed name)

NOTARY PUBLIC, State of Washington

My Commission Expires _____

Exhibit "A"
Legal Description and Map

Parcel B – After Adjustment (NW Wholesale Warehouse):

Lot 1, Northwest Addition to Wenatchee, Chelan County, Washington, according to the plat thereof recorded in Volume 5 of Plats, page 17;

EXCEPT that portion lying within the 20-foot private road adjoining said premises on the West and lying northerly of the South line of Lot 4, extended northeasterly, as delineated on said plat;

AND EXCEPT that portion of the northeast quarter of the northeast quarter of Section 33, Township 23 North, Range 20 East of the Willamette Meridian, said County, and that portion of Lot 13, said Northwest Addition, lying northeasterly and northwesterly of a line being more particularly described as follows:

Commencing at the TRUE POINT OF BEGINNING for said line, said point being the southerly corner of Parcel A set forth and defined by Record of Survey recorded October 6, 2016, under Auditor's File Number 2445430, records of said County; thence South 29°20'10" East 133.75 feet; thence North 58° 16'00" East 230.07 feet, more or less, to a point on the southwesterly right of way of the Burlington Northern Railroad (previously Great Northern Railway) and the TERMINUS for said line.

**SETTLEMENT AND RELEASE AGREEMENT
RE: RELOCATION COSTS**

I. RECITALS

1.1 Northwest Wholesale, Inc. Northwest Wholesale, Inc., a Washington corporation (“NWI”) is the seller under that certain Real Estate Purchase and Sale Agreement dated _____, 2017, including addenda thereto (collectively “the Agreement”) covering the purchase and sale of the property located at 1645 North Wenatchee Avenue, Wenatchee, Washington (“the subject property”).

1.2 City. The City of Wenatchee, a municipal corporation of the state of Washington (“City”) is the purchaser under the Agreement.

1.3 The City purchased the subject property for the purpose of redevelopment and establishment of right of way of new streets.

1.4 A portion of the subject property was purchased as part of the McKittrick Street project which received federal funding.

1.5 NWI and City anticipated a reimbursement by City of relocation costs incurred by NWI.

1.6 NWI has documented its relocation costs of \$36,519.51 which have been reviewed and approved by City Staff as reasonable and necessary.

1.7 The City took possession of the subject property on May 31, 2019.

II. AGREEMENT

2.1 Recitals. The foregoing Recitals are incorporated herein as if fully set forth.

2.2 Payment. In consideration of full satisfaction of the Agreement, including, but not limited to, all obligations of purchaser as it relates to relocation costs, City shall pay NWI the sum of \$36,519.51 within twenty (20) days of mutual acceptance of this Agreement.

2.3 Release. NWI hereby releases, acquits, and forever discharges the City, its officers, employees, and agents, who might be liable of and from any and all actions, causes of action, claims, demands, damages, costs, loss of use, loss of profits and expenses, and compensation of every nature, on account of, or in any way growing out of the Agreement.

This release applies to each party and all of their/its past, present and future officers, directors, agents and employees and their respective predecessors, successors and assigns.

III. MISCELANEOUS

3.1 Any amendments to this Agreement shall be reduced to writing and signed by all parties.

3.2 This Agreement shall be binding upon and inure to the successors and assigns of each of the parties hereto.

3.3 In the event of a dispute over the interpretation or enforcement of the terms of this Agreement, the parties agree that the venue for any court action shall be Chelan County Superior Court. The parties further agree to bear their own attorney's fees and costs incurred therein.

3.4 Each party has had a full and adequate opportunity to consult with legal counsel of its choosing to review and provide input on the terms of this Agreement. No party shall be deemed a drafter of this Agreement for purposes of interpretation.

3.5 The effective date of this Agreement shall be the last signature date of the parties

below.

NWI:
NORTHWEST WHOLESALE, INC.

By _____
KEN KNAPPERT, General Manager
Date: _____

CITY:
CITY OF WENATCHEE

By _____
FRANK J. KUNTZ, Mayor
Date: _____

TO: Frank Kuntz, Mayor
City Council

FROM: Jake Lewing, Project Engineer

SUBJECT: Montana & Dakota Water Main Replacement Project #1702
Authorization to Award Construction Contract

DATE: June 7, 2019

MEETING DATE: June 13, 2019

I. OVERVIEW

The Montana & Dakota Water Main Replacement project will replace approximately 2,300 linear feet of existing steel water main pipe in Wilson, Montana, and Dakota Streets between Millerdale Ave and Miller Street. The existing lines are 50 to 60 year old steel pipe which are prone to leakage and are being replaced with larger diameter ductile iron pipe. The project will also replace approximately 50 service lines, install a new pressure reducing valve assembly, and replace 5 fire hydrants. Other improvements include the replacement of HMA pavement, curb and gutter, sidewalk, and driveways as needed due to the water utility work.

A request for bids was issued May 16, 2019 and three bids were received on June 6, 2019. Pipkin Construction is the low bidder at \$683,429.48. The low bid is 8% less than the Engineer's Estimate and 20% less than the Comprehensive Water Plan estimated cost.

II. ACTION REQUESTED

Staff recommends the City Council approve the project budget and award the contract for the construction of Montana and Dakota Water Main Replacement, Project 1702, to Pipkin Construction, in the amount of \$683,429.48 and authorize the Mayor to sign the construction contract documents.

III. FISCAL IMPACT Submitted to the Finance Committee Yes No

The original project budget was \$627,590, however the current City of Wenatchee draft Comprehensive Water Plan estimates the cost of the project as \$1,031,000. A budget amendment will be presented to the Finance Committee on June 13, 2019 which proposes to increase the total project cost to \$835,000 to meet anticipated project expenses. See attached bid tabulations and proposed project budget for further information.

IV. PROPOSED PROJECT SCHEDULE

The contract documents specify 45 working days to complete the construction. Work will begin in July and should be completed in September.

V. REFERENCE(S)

1. Proposed Project Budget
2. Bid Tabulation

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
Ruta Jones, Administrative Assistant

2019 Capital Improvement Project Budget

Date: June 7, 2019

Project Name: Montana & Dakota Water Main Replacement **Project Category:** Water

Project Description: Water Lines in Wilson, Montana, and Dakota are 50 to 60 year old small diameter steel mains. Steel water lines make up approximately 10 to 11 miles of the City's water system and are prone to leakage and cause a disproportionate amount of outages compared to newer ductile iron pipe. Replacement of aged steel lines is a priority for the Utility. This project will replace approximately 2,300 linear feet of pipe.

Lead Engineer:	<u>Jake Lewing</u>	Start Year:	<u>2018</u>
Assigned Department:	<u>Engineering</u>	End Year:	<u>2019</u>
Original Project Budget:	<u>\$627,590</u>	Project Number:	<u>1702</u>
Budget Amendment:	<u>\$207,410</u>	Total City Funding:	<u>\$835,000</u>
		Other Funding:	<u>\$0</u>

Revenue Notes and/or Requests for Budget Changes:


This amendment increases the budget for Project 1702 to \$835,000 to meet the anticipated expenses of the project. The current draft of the City of Wenatchee Comprehensive Water Plan estimated the total project costs for the included segments at \$1,031,000.

Project Expenditures by Category	Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2019	2020	2021	
Design Engineering	74,610	(16,610)	14,559	43,441			58,000
Construction Contract	498,000	202,000		700,000			700,000
Construction Engineering	50,000	20,000		70,000			70,000
Miscellaneous							
Art Fund	4,980	2,020		7,000			7,000
Total Project Expenditures	627,590	207,410	14,559	820,441			835,000

Project Revenues by Category	Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
				2019	2020	2021	
Fund: #401 - Water	627,590	207,410	14,559	820,441			835,000
Fund:							
Fund:							
Fund:							
Fund:							
GRANTS:							
Federal							
TIB							
Total Project Revenues	627,590	207,410	14,559	820,441			835,000

Approved by: _____
Brad Posenjak, Finance Director

Date: _____



City of Wenatchee
Bid Tabulation
June 6, 2019

Montana & Dakota Water Main Replacement				Engineer's Estimate		Pipkin, Inc. dba Pipkin Construction		Hurst Construction LLC		DW Excavating, Inc.	
Item #	DESCRIPTION	Quantity	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Minor Change	\$ 11,600.00	EST	\$ 11,600.00	\$ 11,600.00	\$ 11,600.00	\$ 11,600.00	\$ 11,600.00	\$ 11,600.00	\$ 11,600.00	\$ 11,600.00
2	Roadway Surveying	1	LS	\$ 12,100.00	\$ 12,100.00	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ 15,000.00	\$ 15,000.00
3	Record Drawings (\$1,000 Min Bid)	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00
4	SPCC Plan	1	LS	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 130.00	\$ 130.00
5	Mobilization	1	LS	\$ 50,000.00	\$ 50,000.00	\$ 20,000.00	\$ 20,000.00	\$ 40,000.00	\$ 40,000.00	\$ 84,700.00	\$ 84,700.00
6	Project Temporary Traffic Control	1	LS	\$ 35,000.00	\$ 35,000.00	\$ 7,000.00	\$ 7,000.00	\$ 10,000.00	\$ 10,000.00	\$ 14,700.00	\$ 14,700.00
7	Clearing and Grubbing	1	LS	\$ 100.00	\$ 100.00	\$ 2,000.00	\$ 2,000.00	\$ 500.00	\$ 500.00	\$ 2,200.00	\$ 2,200.00
8	Removal of Structures and Obstructions	1	LS	\$ 45,000.00	\$ 45,000.00	\$ 25,000.00	\$ 25,000.00	\$ 20,000.00	\$ 20,000.00	\$ 21,400.00	\$ 21,400.00
9	Removing Cement Conc. Sidewalk	145	SY	\$ 15.00	\$ 2,175.00	\$ 40.00	\$ 5,800.00	\$ 40.00	\$ 5,800.00	\$ 20.00	\$ 2,900.00
10	Removing Cement Conc. Curb and Gutter	215	LF	\$ 10.00	\$ 2,150.00	\$ 26.00	\$ 5,590.00	\$ 20.00	\$ 4,300.00	\$ 5.00	\$ 1,075.00
11	Crushed Surfacing Base Course	1,120	TON	\$ 45.00	\$ 50,400.00	\$ 25.00	\$ 28,000.00	\$ 48.69	\$ 54,532.80	\$ 43.00	\$ 48,160.00
12	Crushed Surfacing Top Course	390	TON	\$ 45.00	\$ 17,550.00	\$ 50.00	\$ 19,500.00	\$ 48.71	\$ 18,996.90	\$ 43.00	\$ 16,770.00
13	HMA CL. 1/2 IN. PG	415	TON	\$ 120.00	\$ 49,800.00	\$ 111.00	\$ 46,065.00	\$ 105.00	\$ 43,575.00	\$ 117.00	\$ 48,555.00
14	Shoring or Extra Excavation Trench	9,600	SF	\$ 1.00	\$ 9,600.00	\$ 0.50	\$ 4,800.00	\$ 0.50	\$ 4,800.00	\$ 0.50	\$ 4,800.00
15	Ductile Iron Pipe for Water Main 6 In. Diam.	160	LF	\$ 68.00	\$ 10,880.00	\$ 58.00	\$ 9,280.00	\$ 75.00	\$ 12,000.00	\$ 186.00	\$ 29,760.00
16	Ductile Iron Pipe for Water Main 8 In. Diam.	2,120	LF	\$ 80.00	\$ 169,600.00	\$ 90.00	\$ 190,800.00	\$ 75.00	\$ 159,000.00	\$ 98.00	\$ 207,760.00
17	Gate Valve 6 In.	2	EA	\$ 1,200.00	\$ 2,400.00	\$ 1,400.00	\$ 2,800.00	\$ 1,500.00	\$ 3,000.00	\$ 1,500.00	\$ 3,000.00
18	Gate Valve 8 In.	5	EA	\$ 1,500.00	\$ 7,500.00	\$ 1,800.00	\$ 9,000.00	\$ 2,000.00	\$ 10,000.00	\$ 2,000.00	\$ 10,000.00
19	PRV assembly	1	LS	\$ 28,000.00	\$ 28,000.00	\$ 34,000.00	\$ 34,000.00	\$ 30,000.00	\$ 30,000.00	\$ 37,300.00	\$ 37,300.00
20	Hydrant Assembly	5	EA	\$ 5,000.00	\$ 25,000.00	\$ 6,000.00	\$ 30,000.00	\$ 6,000.00	\$ 30,000.00	\$ 6,300.00	\$ 31,500.00
21	Hydrant Guard Posts	5	EA	\$ 700.00	\$ 3,500.00	\$ 400.00	\$ 2,000.00	\$ 250.00	\$ 1,250.00	\$ 550.00	\$ 2,750.00
22	Service Connection 1-1/2 In. Diam. Existing Chamber	6	EA	\$ 1,800.00	\$ 10,800.00	\$ 1,900.00	\$ 11,400.00	\$ 2,000.00	\$ 12,000.00	\$ 1,700.00	\$ 10,200.00
23	Service Connection 1-1/2 In. Diam. Trenchless Existing Chamber	8	EA	\$ 1,000.00	\$ 8,000.00	\$ 1,600.00	\$ 12,800.00	\$ 1,800.00	\$ 14,400.00	\$ 1,800.00	\$ 14,400.00
24	Service Connection 2 In. Diam. Existing Chamber	1	EA	\$ 2,250.00	\$ 2,250.00	\$ 2,800.00	\$ 2,800.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00	\$ 2,400.00
25	Service Connection 1-1/2 In. Diam. With New Chamber	14	EA	\$ 3,000.00	\$ 42,000.00	\$ 2,600.00	\$ 36,400.00	\$ 2,700.00	\$ 37,800.00	\$ 2,400.00	\$ 33,600.00
26	Service Connection 1-1/2 In. Diam. Trenchless With New Chamber	18	EA	\$ 2,000.00	\$ 36,000.00	\$ 2,100.00	\$ 37,800.00	\$ 2,500.00	\$ 45,000.00	\$ 2,500.00	\$ 45,000.00
27	Force Account - Unknown Utility Repair	\$ 5,000.00	EST	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
28	Inlet Protection	7	EA	\$ 75.00	\$ 525.00	\$ 100.00	\$ 700.00	\$ 100.00	\$ 700.00	\$ 90.00	\$ 630.00
29	Erosion/Water Pollution Control	\$ 6,000.00	EST	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
30	Seeded Lawn Installation	1	SY	\$ 25.00	\$ 25.00	\$ 150.00	\$ 150.00	\$ 50.00	\$ 50.00	\$ 300.00	\$ 300.00
31	Cement Conc. Traffic Curb and Gutter	45	LF	\$ 35.00	\$ 1,575.00	\$ 53.00	\$ 2,385.00	\$ 70.00	\$ 3,150.00	\$ 73.00	\$ 3,285.00
32	Cement Conc. Traffic Curb	195	LF	\$ 30.00	\$ 5,850.00	\$ 53.00	\$ 10,335.00	\$ 80.00	\$ 15,600.00	\$ 60.00	\$ 11,700.00
33	Cement Conc. Pedestrian Curb	20	LF	\$ 30.00	\$ 600.00	\$ 26.00	\$ 520.00	\$ 40.00	\$ 800.00	\$ 50.00	\$ 1,000.00
34	Cement Conc. Driveway Entrance Type 1	86	SY	\$ 50.00	\$ 4,300.00	\$ 95.00	\$ 8,170.00	\$ 125.00	\$ 10,750.00	\$ 108.00	\$ 9,288.00
35	Cement Conc. Sidewalk	35	SY	\$ 50.00	\$ 1,750.00	\$ 76.00	\$ 2,660.00	\$ 125.00	\$ 4,375.00	\$ 132.00	\$ 4,620.00
36	Cement Conc. Curb Ramp Type 1	9	SY	\$ 200.00	\$ 1,800.00	\$ 215.00	\$ 1,935.00	\$ 225.00	\$ 2,025.00	\$ 330.00	\$ 2,970.00
37	Bank Run Gravel for Trench Backfill	1,190	TON	\$ 20.00	\$ 23,800.00	\$ 22.00	\$ 26,180.00	\$ 25.27	\$ 30,071.30	\$ 30.00	\$ 35,700.00
Subtotal				\$ 684,130.00		\$ 630,470.00		\$ 655,976.00		\$ 781,653.00	
Sales Tax (8.4%)				\$ 57,466.92		\$ 52,959.48		\$ 55,101.98		\$ 65,658.85	
TOTAL BID PRICE				\$ 741,596.92		\$ 683,429.48		\$ 711,077.98		\$ 847,311.85	

**COUNCIL AGENDA REPORT
PUBLIC WORKS DEPARTMENT**

TO: Frank Kuntz, Mayor
City Council

FROM: Jacob Huylar, Engineering Services Manager

SUBJECT: Iron Adjustments, City Project No. SW18-11
Budget Amendment

DATE: June 10, 2019

MEETING DATE: June 13, 2019

I. OVERVIEW

Over five miles of city streets received a thin asphalt skin patch in 2018 primarily in preparation for future pavement management projects. During this work, numerous utility castings such as manholes, water valves, and monument cases were paved over. The city's maintenance crews did not have the capacity to undertake adjusting these utility castings, and therefore the decision was made to complete the work via a small works project.

The original concept and budget were presented to council on January 10, 2019, and the project was awarded to Road Products, Inc. on March 28, 2019. The initial utility count that was included in the contract documents varied significantly from the number of utilities identified during construction, and therefore a budget amendment is required to account for the increased quantity.

II. ACTION REQUESTED

Staff recommends that the City Council approve the budget amendment for the Iron Adjustments Project, No. SW18-11.

III. FISCAL IMPACT

The proposed budget amendment is attached and will be presented to Finance Committee on June 13, 2019. The table below shows the increased amount by fund:

Fund	Amount
#111 – Overlay	\$7,197.50
#401 – Water	\$23,255.00
#405 – Sewer	\$4,150.00
#410 – Stormwater	\$4,150.00
Chelan County PUD	\$4,547.50
Total:	\$43,300

**COUNCIL AGENDA REPORT
PUBLIC WORKS DEPARTMENT**

IV. REFERENCE(S)

1. Proposed Budget Amendment
2. Revised Quantities Sheet

V. ADMINISTRATIVE ROUTING

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

2019 Project Budget

Date: June 10, 2019

Project Name: Iron Adjustments Project Category: Overlay & Utilities

Project Description: The small works project will vertically adjust manholes, water valves, and monuments affected by the 2018 pavement preservation and maintenance efforts.

Original Project Budget:	\$141,250	Project Number:	SW18-11
Budget Amendment:	\$43,300	Total City Funding:	\$170,390
		Other Funding:	\$14,160

Revenue Notes and/or Requests for Budget Changes:

The initial adjustment count that was included in the contract documents varied significantly from the number of utilites that were identified for adjustment during construction. This budget amendment accounts for the additional adjustments.

Project Expenditures by Category	Original Budget	Budget Amendment	Prior Years Spent	ESTIMATES			Project Total
				2019	2020	2021	
Engineering		5,000		5,000			5,000
Construction Contract	141,250	38,300		179,550			179,550
Total Project Expenditures	141,250	43,300		184,550			184,550

Project Revenues by Category	Original Budget	Budget Amendment	Prior Years	ESTIMATES			Project Total
				2019	2020	2021	
Fund: #111 - Overlay	19,913	7,198		27,110			27,110
Fund: #401 - Water	19,225	23,255		42,480			42,480
Fund: #405 - Sewer	46,250	4,150		50,400			50,400
Fund: #410 - Storm Drain Utility	46,250	4,150		50,400			50,400
Fund:							
External Funding:							
Chelan County PUD	9,613	4,548		14,160			14,160
Total Project Revenues	141,250	43,300		184,550			184,550

Approved by: Brad Posenjak, Finance Director

Date: _____

DIVISION 1 GENERAL REQUIREMENTS

DESCRIPTION OF WORK

The purpose of this project is to adjust manhole rings and covers, water valve boxes and lids, and monument cases and covers that were paved over by during city maintenance operations. All work shall be in accordance with the Contract Documents.

The following list and attached project map represent the specific locations marked for iron adjustment. The Contracting Agency will mark locations of buried manhole rings and covers, water valve boxes and lids, and monument cases and covers upon Contractor request. The Contractor shall request locations at least one week prior to commencing work.

Street	Valve Box	Monument Case and Cover	Manhole	Limits
Broadview	2 15	7 10	5 7	Broadcrest Ct to Broadview N
Brown St	2 3	4	4 5	Central Ave to end of Brown St
Orondo	0 3	0	7 3	Ross Ave to Alaska St
9 th St	2 9	1	5	Poplar Ave to Miller St
Methow St	5 3	1 2	10 12	Saddlerock Loop to Crawford Ave
Red Apple Rd	2 6	0	17 18	Appleland Dr to Miller St
Mission St and Crawford Ave	4 5	1	5	Intersection
Mission St	2	0	6	Crawford Ave to Marr St
Crawford Ave	6 11	0	0 2	South Hills Dr to Miller St
Skyline Dr	4 8	1	1	PUD Water Tower to Appleland Dr
Western Ave	21 35	0	18 31	Cherry St to 9th St
Miller St	7 4	0	18 19	Red Apple Rd to 3 rd St
Total:	58 104	15 19	96 114	

**COUNCIL AGENDA REPORT
PUBLIC WORKS DEPARTMENT**

TO: Frank Kuntz, Mayor
City Council

FROM: John Ricardi, Utilities Manager

SUBJECT: City of Wenatchee Arc Flash Analysis and Labeling
Authorization for Consultant

DATE: June 6th, 2019

MEETING DATE: June 13th, 2019

I. OVERVIEW

The City of Wenatchee seeks to execute an arc flash analysis and labeling project for its Wastewater Treatment Facility (WWTF), wastewater lift stations, and police station and convention center facilities. The purpose of this project is to help increase workplace safety by identifying arch flash requirements for City staff.

For the analysis and labeling, RH2 shall perform electrical short circuit, protective device coordination, and arch flash analysis for the electrical distribution equipment at each location. RH2 will model the electrical distribution system and after modeled, RH2 will prepare an arc flash analysis report that summarizes the results of the short circuit, protective device coordination and arc flash calculations for equipment at each location. This report will make recommendations to equipment settings along with recommendations for equipment replacements where needed. Lastly, RH2 will produce arc flash hazard warning labeling, for installation by the City, to meet the requirements of National Fire Protection Association (NFPA) 70E and the Washington Administrative Code.



At the end of the project, RH2 will assist City Staff in placing the arc flash labels on the equipment electrical panels, changing settings on the breakers where needed and provide brief training on what the labels mean, what clothing staff would need to safely work on the equipment, and in general what arc flash is.

II. ACTION REQUESTED

Staff recommends the City Council approve the budget presented to the Finance Committee. Staff further requests the City Council authorize the Mayor to sign Consultant Contract on behalf of the City with RH2 Engineering for the City of Wenatchee Arc Flash Analysis and Labeling – project # SW19-07.

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

This project will be funded by funds 405 – Sewer and 504 – Facility Maintenance.

Project Budget

**COUNCIL AGENDA REPORT
PUBLIC WORKS DEPARTMENT**

Description	Fund	Budget
Task 1 - WWTF Arc Flash Analysis and Labeling	405 - Sewer	\$ 29,381.00
Task 2 - Lift Station Arc Flash Analysis and Labeling	405 - Sewer	\$ 27,412.00
Task 3 - Police Station	504 - Facility Maintenance	\$ 20,631.00
Task 4 - Convention Center	504 - Facility Maintenance	\$ 16,523.00
Total		\$ 93,947.00

IV. PROPOSED PROJECT SCHEDULE

This work is scheduled for substantial completion by December 31, 2019.

VI. ADMINISTRATIVE ROUTING

City Clerk
Finance Director
Natalie Thresher, Contracts Coordinator
Rob Jammerman, Public Works Director