



**CITY OF WENATCHEE
PUBLIC NOTICE
Re: Wenatchee City Council Meeting
July 23, 2020 @ 5:15 PM**

PLEASE TAKE NOTICE, in consideration of the current COVID-19 pandemic, for the health and safety of the community and city staff and councilmembers, City Hall is closed to the public.

The public may view the City Council meeting which is broadcast live on the city's YouTube channel "[Wenatchee TV](#)". Members of the public without internet access may listen to the City Council meeting by calling **(425) 436-6335, passcode 471446**.

PUBLIC HEARINGS: Written comment on public hearing items is strongly encouraged. Written comments should be submitted to the City Clerk at email: cityclerk@wenatcheewa.gov or mail: PO Box 519, Wenatchee, WA 98807. If a citizen wishes to comment on a public hearing item, they may participate in the meeting by calling **(425) 436-6335, passcode 471446**. Public testimony may be limited to three minutes, unless further time is granted by the Mayor. If there are a large number of speakers, a representative may be appointed to speak on behalf of the group.

En Español:

POR FAVOR TOME NOTA, en consideración a la actual pandemia COVID-19, para la salud y seguridad de la comunidad y el personal de la ciudad y los miembros del Concejo, no tendremos público presente en la junta del Concejo de Wenatchee el 23 de julio de 2020.

El público puede tener acceso a la junta en el canal de YouTube de la ciudad "Wenatchee TV". Los miembros del público sin acceso a Internet pueden escuchar esta junta llamando al (425) 436-6335, código de acceso 471446.

AUDIENCIAS PUBLICAS: Se recomienda encarecidamente hacer comentarios escritos sobre los elementos de la audiencia pública. Los comentarios escritos deben ser presentados antes de la junta del concejo a la Secretaria de la Ciudad al correo electrónico cityclerk@wenatcheewa.gov o PO Box 519, Wenatchee, WA 98807. Si un ciudadano desea comentar sobre un artículo de audiencia pública, puede participar en la junta llamando al (425) 436-6335, código de acceso 471446. El testimonio público puede limitarse a tres minutos, a menos que el Alcalde le conceda más tiempo. Si hay un gran número de personas interesadas en participar, se puede nombrar un representante para que hable en nombre del grupo.

Tammy Stanger, City Clerk
301 Yakima Street, 3rd Floor • P.O. Box 519 • Wenatchee, WA 98807-0519
Telephone: (509) 888-6204 • Facsimile: (509) 888-3636 • TTY: 711
Email: cityclerk@wenatcheewa.gov • Web: www.wenatcheewa.gov



WENATCHEE CITY COUNCIL

Thursday, July 23, 2020

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

AGENDA

Due to the COVID-19 pandemic, for the health and safety of the community and city staff and councilmembers, City Hall is closed to the public. The public may view the City Council meeting which is broadcast live on the city's YouTube channel "[Wenatchee TV](#)". Members of the public without internet access may listen to the City Council meeting and participate in the public hearings by calling **(425) 436-6335, passcode 471446**.

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 check #195547 in the amount of \$17,782.98 for July 2, 2020
Claim checks #195548 through #195663 in the amount of \$628,794.72 for July 9, 2020
Claim checks #195666 through #195755 in the amount of \$714,338.62 for July 16, 2020
Payroll distribution in the amount of \$366,340.00 for July 20, 2020
Wires #1500 through #1502 in the amount of \$47,894.05 for July 27, 2020
- Motion for City Council to accept the work performed by the contractor, DW Excavating, on City Project No. 1601 – SR285 Pedestrian Crossing Improvements and further authorize the Mayor to sign the Final Contract Voucher

3. Presentations:

- Fire Adapted Neighborhood Hero Month Proclamation

4. Action Items.

- A. Purchase of 2.23 acres of property from the Wenatchee School District for a 60 ft. wide Springwater Avenue right-of-way extension from the west end of the existing Springwater Avenue to the north property line of the School District property (see Exhibit A-3 and A-4 in the attached Agreement)
Presented by Public Works Director Rob Jammerman
Action Requested: Staff recommends that the City Council review the Real Estate Purchase and Sale Agreement and authorize the Mayor to sign the Agreement.

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

- B. Approval of Ordinance No. 2020-18 amending Chapter 1.46 WCC “Emergency Management Organization” pertaining to the City of Wenatchee’s designated emergency organization and adoption of the June 2020 Comprehensive Emergency Management Plan
Presented by Executive Services Director Laura Merrill
Action Requested: Staff recommends the City Council adopt Ordinance No. 2020-18 amending Chapter 1.46 WCC “Emergency Management Organization” and adopt the June 2020 revision of the Comprehensive Emergency Management Plan.
- C. City Project 1914 – First Street Bikeway Safety Improvements
Authorization to Award Construction Contract
Presented by Engineering Services Manager Jacob Huylar
Action Requested: Staff recommends the City Council approve the project budget amendment, award the construction contract for the First Street Bikeway Safety Improvements, Project No. 1914, to Rudnick and Sons LLC in the amount of \$283,054.00, and authorize the Mayor to sign the contract documents.
- D. City Project SW20-04 – Unit-Priced Concrete Flatwork
Authorization to Award Construction Contract
Presented by Engineering Services Manager Jacob Huylar
Action Requested: Staff recommends that the City Council award the construction contract for the Unit- Priced Concrete Flatwork, Project No. SW20-04, to Black Forest Finishing in the amount of \$295,585.50 and authorize the Mayor to sign the contract documents.
- E. An amendment to the City budget to address a funding change in the Chelan-Douglas Homeless Program funding sources and allocations:
- A new estimated award of \$1.2 million of State CARES Act funds for an Eviction Assistance Program between the City of Wenatchee and the Washington State Dept. of Commerce (Commerce) to serve renter households facing eviction due to the COVID-19 crisis.
- Presented by Housing Programs Coordinator Oliver Crain and Community Development Director Glen DeVries
Action Requested: Staff recommends the City Council accept the Chelan-Douglas Homeless Housing Task Force’s (HTF) recommendations and authorize the Mayor to:
- *Enter into a new grant agreement between the Commerce and the City of Wenatchee for the Eviction Assistance Program funds.*
 - *Enter into a new grant agreement or agreements between the City of Wenatchee and a subgrantee or subgrantees recommended by the HTF to manage the program and distribute assistance to households in need.*

5. Public Hearing Items.

The Mayor will call the Public Hearing to order and state the ground rules, the purpose of the hearing, the action that the hearing body may take on the matter, will address the appearance of fairness doctrine, and will state the manner in which the hearing will proceed. Staff will first give a report, followed by testimony of experts and/or the applicant, followed then by public testimony. Members of the public wishing to comment on public hearing items should call **(425) 436-6335, passcode 471446**. All speakers must clearly state their name and address. All comments should be addressed to the hearing body, should be relevant to the application, and should not be of a personal nature. Public testimony may be limited to three minutes, unless further time is granted by the Mayor. If there are a large number of speakers, a representative may be appointed to speak on behalf of the group.

F. Ordinance No. 2020-17 - 2021-2026 Transportation Improvement Program

Presented by City Engineer Gary Owen

Action Requested:

1. *Conduct a Public Hearing to solicit public comments and recommendations to the draft 2021- 2026 Transportation Improvement Program after staff presentation.*
2. *Consider any modifications to the proposal as presented.*
3. *Approve Ordinance No. 2020-17 adopting the annual comprehensive street plan for the ensuing six year period of 2021 through 2026 (with or without any modifications that may be desired after the public hearing).*

G. Ordinance No. 2020-20 – Vacating a portion of the city right-of-way commonly known as Horan Road

Presented by City Engineer Gary Owen

Action Requested:

1. *Hold the public hearing for Ordinance No. 2020-20 considering the vacation of a portion of Horan Road in the City of Wenatchee.*
2. *Approve Ordinance No. 2020-20 as presented.*

6. Reports.

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

7. Adjournment.



WENATCHEE CITY COUNCIL MEETING

Thursday, July 9, 2020

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

DRAFT

MINUTES

Present: Mayor Frank Kuntz, Councilmember Position 1 José Cuevas, Councilmember Position 2 Jim Bailey, Councilmember Position 4 Travis Hornby, Councilmember Position 5 Mark Kulaas, Councilmember At-Large “A” Linda Herald, Councilmember At-Large “B” Keith Huffaker

Staff Present: Executive Services Director Laura Merrill, City Attorney Steve Smith; Deputy City Clerk Annagrisel Alvarez; IS Support Jessi Saucedo, Community Development Director Glen DeVries, Finance Director Brad Posenjak, Public Works Director Rob Jammerman, Police Chief Steve Crown, City Planning Manager Stephen Neuenschwander, Deputy Public Works Director-Utilities Jessica Shaw, Capital Projects Manager Charlotte Mitchell

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. Councilmember Ruth Esparza was absent.

Motion by Councilmember Mark Kulaas for City Council to convene in executive session to discuss with legal counsel matters related to potential litigation to which the city may become a party when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. RCW 42.30.110(1)(i), for a time period not to exceed 20 minutes. Motion seconded the Councilmember Jim Bailey. Motion carried (6-0).

Council adjourned from executive session at 5:12 p.m.

5:15 p.m. Regular Meeting

1. Call to Order, Pledge of Allegiance, and Roll Call. Mayor Frank J. Kuntz called the regular meeting to order at 5:15 p.m. Councilmember Linda Herald led the Pledge of Allegiance. The excused absence of Councilmember Ruth Esparza was noted for the record.

2. Consent Items:

Motion by Councilmember Keith Huffaker to approve agenda, vouchers, and minutes from previous meetings. Councilmember Mark Kulaas seconded the motion. Motion carried (6-0).

Motion by Councilmember Keith Huffaker to accept the work performed by the contractor, Rodarte Construction on the Olds Station Sanitary Sewer Expansion Project Phase 1 Gravity Sewer, Project #1718 and further authorize the Mayor to sign the Final Contract Voucher Certification on behalf of the City of Wenatchee. Councilmember Travis Hornby seconded the motion. Motion carried (6-0).

3. Public Hearing Items.

The Mayor explained the public hearing process.

- A. Proposed amendments to Title 10 Zoning of the Wenatchee City Code relating to public assembly land uses
Community Development Staff presented the staff report. Council, Glen DeVries and Stephen Neuenschwander commented.

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. 2020-11, amending Title 10 Zoning of the WCC, relating to public assembly land uses. Councilmember Linda Herald seconded the motion. Motion carried (6-0).

- B. Public Disturbance Noises
City Attorney Steve Smith presented the staff report.

The Mayor asked for public comment.

The following citizens wished to express their comment regarding this public hearing and stated their name and address for the record. The public comments were received via phone call.

Ashley Davis, 313 Peters, spoke against the proposed ordinance.

James Ethier, 311 Hilltop Place, spoke against the proposed ordinance.

Tamra Hively, 2930 Alvista Place, spoke against the proposed ordinance.

Kirk Hudson, 1438 Somerset Drive, spoke in favor of the proposed ordinance.

City attorney commented and City Council members asked questions. This item failed due to a lack of motion.

4. Action Items.

- C. Professional Services Agreement for Automated Traffic Safety Cameras

Police Chief Steve Crown presented the staff report. Council commented.

Motion by Councilmember Mark Kulaas for City Council to approve the agreement signature on contract with Verra Mobility by the Mayor. Councilmember Linda Herald seconded the motion. Motion carried (6-0).

- D. City Code Updates

Finance Director Brad Posenjak presented the staff report.

Motion by Councilmember Travis Hornby for City Council to adopt Ordinance #2020-15 amending and restating section 1.20.010 WCC "Funds Defined - Purposes". Councilmember Jim Bailey seconded the motion. Motion carried (6-0).

E. Existing Purchasing Policies Update

Finance Director Brad Posenjak presented the staff report. Council asked questions.

Motion by Councilmember Linda Herald for City Council to authorize the Mayor to approve Resolution 2020-23 adopting an Amended and Restated Purchasing Policy and Procedures Manual. Councilmember Travis Hornby seconded the motion. Motion carried (6-0).

F. Regional Water Contract Amendment for the East Wenatchee Water District/Regional Water System Boundary Expansion

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

Motion by Councilmember Keith Huffaker for City Council to approve the 2nd Amendment to the Regional Water Contract and authorize the Mayor to sign the amendment in substantially similar form as the attached amendment. Councilmember Jose Cuevas seconded the motion. Motion carried (6-0).

G. Interlocal Agreement for the Operation and Maintenance of the Wenatchee Valley Regional Decant Facility – Chelan County

Deputy Public Works Director-Utilities Jessica Shaw presented the staff report. Questions from City Council.

Motion by Councilmember Jim Bailey for City Council to approve the Interlocal Agreement for the Wenatchee Valley Regional Decant Facility with Chelan County and authorize the Mayor's signature. Councilmember Mark Kulaas seconded the motion. Motion carried (6-0).

H. Memorandum of Agreement for Funding of the North Wenatchee Stormwater Facility Water Quality Improvements - \$43,016.82

Deputy Public Works Director-Utilities Jessica Shaw presented the staff report.

Motion by Councilmember Travis Hornby for City Council to approve the Memorandum of Agreement between Chelan County Public Utility District, City of Wenatchee, and Washington State Department of Ecology and authorize the Mayor's signature. Councilmember Jose Cuevas seconded the motion. Motion carried (6-0).

I. Professional Services Agreement with GeoEngineers, Inc. for Saddle Rock Phase 2 Design

Capital Projects Manager Charlotte Mitchell presented the staff report.

Motion by Councilmember Linda Herald for City Council to authorize the Mayor to sign a professional services agreement for Saddle Rock Phase 2 Interim Action between the City of

Wenatchee and GeoEngineers, Inc. Councilmember Jim Bailey seconded the motion. Motion carried (6-0).

5. Reports.

- a. Mayor's Report. The Mayor reported on the following:
 1. He reported that everything went well with the 4th of July fireworks, that there were no complaints and the event went smoothly.
 2. He reported that he and staff are still trying to figure out the future steps for the NEPA process.
 3. He talked about LRF funds to spend between the railroad tracks, waterfront to Town Toyota Center, TBD.
 4. He reported that we are still on Phase 1.9 and provided a summary of the COVID situation in the City. Cases at the hospital increasing. He also commended that citizens have been wearing masks in the city and he thinks people are doing a good job.
 5. He reported some changes to come to the 2021 budget cycle, more to come on next week's work session.
 6. He reported that this week the bid for bike project took place in the Council Chambers.
 7. He announced the Work Session next week at the end of the meeting.

- b. Reports/New Business of Council Committees.
 - Councilmember Mark Kulass reported that he participated in the Associations' of Washington Cities Second Legislative Priority meeting, regarding budget and finance in Cities specifically LRF funds.

 - Councilmember Linda Herald asked to Council members if they had any ideas on education committee from AWC. She also let the Council know that there hasn't been meetings of the Misawa Sister City Association due to COVID and that for the same reason there will be no traveling to and from Misawa this year. She is hopeful that next year travels and yearly activities can resume successfully.

 - Councilmember Keith Huffaker reported that since Councilmember Ruth Esparza was absent he had to report on behalf of her about the Health District. The Health District is very busy with Barry Kling's retirement and appointment of Interim Director Bruce Buckle. Update from solid waste the water waste facility still open and doing well.

6. Announcements. No announcements.

7. Adjournment. With no further business, the meeting adjourned at 6:53 p.m.

Attest:

Frank J. Kuntz, Mayor

Annagrisel Alvarez, Deputy City Clerk



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Jacob Huylar, Engineering Services Manager
Public Works Department

MEETING DATE: July 23, 2020

A handwritten signature in blue ink, appearing to be "JH", is located to the right of the "FROM:" line.

I. SUBJECT

City Project 1601 – SR285 Pedestrian Crossing Improvements
Final Acceptance

II. ACTION REQUESTED

Staff recommends that the City Council accept the work performed by the contractor, DW Excavating, on City Project No. 1601 – SR285 Pedestrian Crossing Improvements and further authorize the Mayor to sign the Final Contract Voucher.

III. OVERVIEW

The SR285 Pedestrian Crossing Improvements (City Project 1601) was originally scoped to install enhanced pedestrian crossings at the intersections of Chelan Ave/Spokane St, Mission St/Spokane St, and Mission St/Chehalis St. During the design process, challenges with right-of-way acquisition at the intersection of Mission St and Chehalis St resulted in that particular location being excluded from the final plans. As a separate project, the city was planning on constructing a new sidewalk along the north side of Spokane St between Mission St and Wenatchee Ave (City Project SW17-12). Due to the timing and scope revision on Project 1601, staff decided to combine the two projects to maximize existing grant funding and expedite design and construction of the new sidewalk on Spokane St.

The project was advertised twice during the spring and summer of 2018. No bids were received during the first advertisement, and bids were rejected after the second call due to excessively high prices. The city advertised a third time in February of 2019 and awarded the project to DW Excavating, Inc. Construction began in April of 2019 and was substantially complete as of last October. Small striping corrections were required for physical completion, which were delayed until earlier this year due to winter weather and the COVID-19 pandemic.

Before and after photos looking west on Spokane Street from Wenatchee Avenue are provided on the following page.



Before



After

IV. FISCAL IMPACT

The table below shows the project budget established as part of the 2019 City Budget as well as the anticipated final expenses.

SR285 Pedestrian Crossing Improvements	Project Budget	Final Amount
City Funding	\$243,930	\$237,095
Federal and State Grant Funding	\$544,385	\$501,034
Total	\$788,315	\$738,129

V. REFERENCE(S)

1. Final Contract Voucher

VI. ADMINISTRATIVE ROUTING

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

City of Wenatchee
SR285 Pedestrian Crossing Improvements

February 2019
Contract Forms



City of Wenatchee
Department of Public Works

Final Contract
Voucher Certificate

Contractor DW Excavating, Inc.			
Street Address PO Box 1089			
City Davenport	State WA	Zip 99122	Date June 30, 2020
City Project Number 1601	Federal-Aid Project Number STPUS - TAP-0285(020)	Highway Number State Route 285	
Job Title SR285 Pedestrian Crossing Improvements			
Date Work Physically Completed May 27, 2020		Final Amount \$462,438.55	

Contractor's Certification

I, The undersigned, having first been duly sworn, certify that I am authorized to sign for the claimant; that in connection with the work performed and to the best of my knowledge no loan, gratuity or gift in any form whatsoever has been extended to any employee of the City of Wenatchee nor have I rented or purchased any equipment or materials from any employee of the City of Wenatchee; I further certify that the attached final estimate is a true and correct statement showing all the monies due me from the City of Wenatchee for work performed and materials furnished under this contract; that I have carefully examined said final estimate and understand the same and that I hereby release the City of Wenatchee from any and all claims of whatsoever nature which I may have, arising out of the performance of said contract, which are not set forth in said estimate.



Van Dalt
Contractor Authorized Signature Required
VAN D FALT
Type Signature Name

Subscribed and sworn to before me this 2nd day of July 2020
X *Susan Tapani* Notary Public in and for the State of WA
Washington,

residing at Davenport

City of Wenatchee

City of Wenatchee hereby accepts the completed contract pursuant to Section 1-05.12 of the contract provisions.

Mayor/or Designee

Date of Acceptance

Proclamation

WHEREAS, CAFE, Parque Padrinos, and community partners have been working together to provide leadership education and information to build a fire adapted community.

WHEREAS, The Climate Innovation Lab curriculum has provided the tools to develop volunteers into environmental justice activists.

WHEREAS, These Neighborhood Heroes now have the knowledge and tools to establish a fire adapted community.

WHEREAS, Having a fire adapted community will provide a safer and healthier Wenatchee. It is time to work together as heroes to make this a reality.

NOW, THEREFORE, I, Frank J. Kuntz, Mayor of the City of Wenatchee, do hereby proclaim the month of July as “**Fire Adapted Neighborhood Hero Month**” in the city of Wenatchee and I urge all residents to be neighborhood and community heroes for the wildfire season.

IN WITNESS WHEREOF, I hereby set my hand and cause the seal of the City of Wenatchee to be affixed on this 3rd day of July, 2020.




FRANK J. KUNTZ, Mayor



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Rob Jammerman, Public Works Director
Public Works Department

MEETING DATE: July 23rd, 2020

I. SUBJECT

Purchase of 2.23 acres of property from the Wenatchee School District for a 60 ft. wide Springwater Avenue right-of-way extension from the west end of the existing Springwater Avenue to the north property line of the School District property (see Exhibit A-3 and A-4 in the attached Agreement)

II. ACTION REQUESTED

Staff recommends that the City Council review the Real Estate Purchase and Sale Agreement and authorize the Mayor to sign the Agreement.

III. OVERVIEW

The details regarding the proposed Purchase and Sale Agreement are as follows:

- A. The Springwater Avenue extension is identified in the Wenatchee Urban Area Motorized Transportation Circulation Map within the adopted Comprehensive Plan. The future road extension will help the City meet its goals of providing alternate emergency ingress and egress within the Western Foothills neighborhood.
- B. The purchase is for 2.23 acres of land that will provide a 60 ft. right-of-way for the Springwater Avenue extension. The purchase also includes a 4,612 sq. ft. public storm facility easement on the School District property for a road drainage infiltration and detention facility. The facility will be maintained by the City.
- C. The purchased property will provide the necessary right-of-way for the proposed Triad Development to extend Springwater Avenue to their project.
- D. An appraisal of the property was recently completed and it valued the land at \$140,000; the School District agreed to this sales price. The City will pay the said price plus closing costs.

Memorandum to Mayor Kuntz

July 23, 2020

Page 2

IV. FISCAL IMPACT

The Foothills Street Improvements Fund (309) will be used for the purchase of this property. Fund 309 was created from a portion of the 2019 bond issuance which was set aside to support transportation projects in the Wenatchee foothills.

V. PROPOSED PROJECT SCHEDULE

NA

VI. REFERENCE(S)

Real Estate Purchase and Sale Agreement

VII. ADMINISTRATIVE ROUTING

Steve Smith, City Attorney
Tammy Stanger, City Clerk
Laura Merrill, Executive Services Director
Brad Posenjak, Finance Director

Agenda Report No. 2020-023

REAL ESTATE PURCHASE AND SALE AGREEMENT

Wenatchee, Washington
_____, 2020

1. Seller. Seller is Wenatchee School District No. 246.
2. Purchaser. Purchaser is City of Wenatchee.
3. Agreement/Property. The Seller agrees to sell and the Purchaser agrees to purchase a 60' right of way between Springwater and Maple Streets, legally described as follows (the "Real Property") and as depicted on Exhibits A-1, A-2, A-3, A-4 and A-5:

A portion of the Southwest quarter of the Southeast quarter and the Southeast quarter of the Southwest quarter all in Section 32, Township 23 North, Range 20 E. W.M., Chelan County, Washington described as follows;

The distances of this description are in grid. Multiply by a combined scale factor of 1.000078523896 to derive ground distances.

Beginning at the Southeast corner of said Section 32; thence North 89°27'49" West along the South line of said Section 32 a distance of 1314.25 feet to the Southeast corner of the Southwest quarter of the Southeast quarter of said, Section 32; thence continuing along the South line of said Section 32 North 89°27'49" West a distance of 1120.85 feet to the North quarter corner of Section 5, Township 22 North, Range 20 E. W.M, and the True Point of Beginning from which the South quarter corner of said Section 32 bears North 89°25'05" West a distance of 193.40 feet; thence continuing along the South line of said Section 32, North 89°25'05" West a distance of 147.79 feet; thence leaving South line of said Section 32, 22.52 feet through a non-tangent curve having a radius of 330.00 feet, a central angle of 03°54'35", with a chord bearing of North 63°07'14" West for a distance of 22.51 feet; thence North 61°09'56" West a distance of 30.53 feet; thence 146.12 feet through a tangent curve with a radius of 235.00 feet, a central angle of 35°37'35", with a chord bearing of North 43°21'09" West, for a chord distance of 143.78 feet; thence North 25°32'21" West a distance of 520.28 feet; thence 20.81 feet through a tangent curve with a radius of 330.00 feet, a central angle of 03°36'46", with a chord bearing of North 23°43'58" West, for a chord distance of 20.80 feet; thence North 21°55'35" West a distance of 299.64 feet; thence, 118.14 feet through a non-tangent curve having a radius of 326.93 feet, a central angle of 20°42'14", with a chord bearing of North 11°40'19" West for a distance of 117.49 feet; thence North 01°25'01" West a distance of 313.41 feet to the North line of the Southeast quarter of the Southwest quarter of said Section 32; thence South 89°33'09"

East along the North line of the Southeast quarter of the Southwest quarter of said Section 32 a distance of 60.03 feet; thence South 01°25'01" East a distance of 311.45 feet; thence 96.65 feet through a tangent curve with a radius of 270.00 feet, a central angle of 20°30'34", with a chord bearing of South 11°40'18" East, for a chord distance of 96.13 feet; thence South 21°55'35" East a distance of 299.64 feet; thence 17.02 feet through a tangent curve with a radius of 270.00 feet, a central angle of 03°36'46", with a chord bearing of South 23°43'58" East, for a chord distance of 17.02 feet; thence South 25°32'21" East a distance of 520.28 feet; thence 176.39 feet through a tangent curve with a radius of 175.00 feet, a central angle of 57°45'06", with a chord bearing of South 54°24'54" East, for a chord distance of 169.02 feet; thence South 83°17'28" East a distance of 257.84 feet to a point of the westerly right of way of Wenatchee Reclamation District Highline Canal; thence South 12°14'52" East along the right of way of said canal a distance of 15.16 feet; to the intersection of the said canal right of way and the Northerly right of way of Springwater Avenue; thence continuing along the right of way of said Springwater Avenue North 89°27'49" West a distance of 157.44 feet; thence South 00°34'55" West a distance of 15.00 feet to the True Point of Beginning.

The Seller also agrees to grant a perpetual easement for a road stormwater infiltration facility legally described as follows and as depicted on Exhibits B-1 and B-2:

A portion of the Southwest quarter of the Southeast quarter of Section 32, Township 23 North, Range 20 E. W.M., Chelan County, Washington described as follows;

The distances of this description are in grid. Multiply by a combined scale factor of 1.000078523896 to derive ground distances.

Beginning at the South quarter corner of said Section 32;
thence along the South line of said Section South 89°25'05" East a distance of 193.40 feet to the North quarter corner of Section 5, Township 22 North, Range 20 E.W.M, from which the Southeast corner of said Section 32 bears South 89°27'49" East a distance of 2435.12 feet;
thence continuing along the South line of said Section 32 South 89°27'49" East a distance of 160.86 feet to a point of the Wenatchee Reclamation District High Line Canal westerly right of way;
thence along said westerly right of way North 12°14'52" West a distance of 15.38 feet to a point on the northerly right of way of Springwater Avenue;
thence continuing along the Wenatchee Reclamation District High Line Canal westerly right of way North 12°14'52" West a distance of 15.16 feet to the True Point of Beginning;
thence continuing along said right of way North 12°14'52" West a distance of 79.10 feet;
thence North 8°29'46" West a distance of 0.90 feet;
thence North 89°31'21" West a distance of 53.91;
thence South 0°28'40" West a distance of 70.25 feet;
thence South 83°17'28" East a distance of 71.90 feet to the True Point of Beginning.

The easement grant shall be substantially in the form attached hereto as Exhibit C, to be signed and recorded at closing, and shall provide for: The purpose of a road stormwater infiltration facility, relocation at the option and expense of District provided its' new location accomplishes the purpose for which it was intended, expansion at the option of either the City or the District if necessary for additional capacity for more impervious area including the widening of Springwater Avenue and/or adding impervious area on the District property, and a joint maintenance agreement in the event stormwater from District property is routed to the infiltration facility.

4. Purchase Price. The total purchase price is One Hundred Forty Thousand Dollars (\$140,000).
5. Payment of Purchase Price. The entire purchase price shall be paid in cash at closing.
6. Condition of Title. Title is to be free of all encumbrances or defects except:
 - a. Rights reserved in federal patents or state deeds.
 - b. Building or use restrictions general to the area.
 - c. Existing easements not inconsistent with Purchaser's intended use.
 - d. Building or zoning regulations or provisions.
7. Title Insurance. Seller authorizes closing agent, at Seller's expense, to apply for a standard form owner's policy of title insurance to be issued by Central Washington Title Services, Inc. The title policy shall contain no exceptions other than those contained in said standard form and those not inconsistent with this Agreement. If title is not so insurable and cannot be made so insurable prior to closing, Purchaser may elect either to waive such encumbrances or defects, or to terminate this Agreement.
8. Conveyance. Seller shall convey title to the Real Property to Purchaser by Statutory Warranty Deed and the Easement by separate instrument free of encumbrances and defects except those included in this Agreement or otherwise acceptable to Purchaser.
9. Closing Agent. This sale shall be closed at the office of Central Washington Title Services, Inc. ("closing agent").
10. Time for Closing - Responsibilities of Parties. This sale shall be closed within thirty (30) days after satisfaction or waiver of all contingencies, but in any event not later than September 15, 2020. The Purchaser and Seller shall deposit with the closing agent all instruments, documents, and monies necessary to complete the sale in accordance with this Agreement.
11. Definition of Closing. "Closing" means the date on which all documents are recorded and the sale proceeds are available for disbursement to Seller.

WITH COPY TO
SELLER'S
ATTORNEY:

Brian J. Maroney
Davis, Arneil Law Firm, LLP
617 Washington Street
Wenatchee, Washington 98801

19. Waiver. No act or omission of either party hereto shall at any time be construed to deprive such party of a right or remedy hereunder or be construed so as to at any future time estop such party from exercising its rights or remedies.

20. Governing Law and Venue. This Agreement shall be governed by and interpreted in accordance with Washington law. Any litigation arising out of or in connection with this Agreement shall be conducted in Chelan County, Washington.

21. Successors. This Agreement shall be binding upon and shall inure to the benefit of the respective successors, heirs and assigns of each of the parties.

22. Attorney's Fees. If any suit or proceeding is instituted by the Seller or the Purchaser, including, but not limited to, filing of suit or requesting an arbitration, mediation or alternative dispute resolution process (collectively "proceedings"), and appeals and collateral actions relative to such suit or proceedings, the parties shall bear their own attorney's fees and costs incurred therein.

23. Counterparts/Facsimile. This Agreement may be executed separately or independently in any number of counterparts and may be delivered by manually signed counterpart, facsimile, or electronically. Each and all of these counterparts shall be deemed to have been executed simultaneously and for all purposes to be one document, binding as such on the parties.

The facsimile or electronic transmission of any signed original document, and retransmission of any signed facsimile or electronic transmission, shall be the same as delivery of an original. At the request of either party, the parties will confirm facsimile or electronically transmitted signatures by signing an original document.

24. Survival. All terms of this Agreement, which are not satisfied or waived prior to closing, shall survive closing. These terms shall include, but not be limited to, representations and warranties, attorneys fees and costs, disclaimers, etc.

25. Investigation and Feasibility Study Contingency. Purchaser shall have the right to enter the Real Property and to conduct an investigation and a feasibility study of the suitability of the Real Property for Purchaser's intended use including, but not limited to, market feasibility, engineering and soils studies, investigation of zoning, subdivision, and other land use and environmental restrictions, and availability, adequacy, and cost of utilities.

This Agreement is conditioned upon the suitability of the Real Property for Purchaser's intended use, in Purchaser's sole judgment and discretion. This contingency shall conclusively be deemed unsatisfied unless within 60 days after mutual acceptance of this Agreement Purchaser gives notice of disapproval, in which event this Agreement shall terminate, Purchaser shall restore the Real Property to its original condition (if changed in the course of the above investigation), Purchaser

shall deliver to Seller copies of all results and products of the investigation and feasibility study, and the earnest money shall be refunded to Purchaser.

26. Hazardous Materials.

a. Definitions.

- (1) Definition of “Environmental Laws.” The term “Environmental Laws” means any and all state, federal and local statutes, regulations and ordinances relating to the protection of human health and the environment.
- (2) Definition of “Hazardous Material.” The term “Hazardous Material” means any hazardous or toxic substance, material or waste, including, but not limited to, those substances, materials, and wastes listed in the United States Department of Transportation Hazardous Materials Table (49 C.F.R. § 172.101) or by the United States Environmental Protection Agency as hazardous substances (40 C.F.R. pt. 302 and amendments thereto) or in the Washington Hazardous Waste Management Act (Ch. 70.105D RCW) of the Model Toxics Control Act (Chs. 70.105D RCW, 82.21 RCW), petroleum products and their derivatives, and such other substances, materials and wastes as become regulated or subject to cleanup authority under any Environmental Laws.

b. Compliance With Environmental Laws. Seller represents and warrants that:

- (1) Seller has no actual knowledge of the release or presence of any Hazardous Material on, in, from or onto the Real Property; and
- (2) Seller has not generated, manufactured, refined, transported, stored, handled, disposed of or released any Hazardous Material on the Real Property, nor has Seller knowingly permitted the foregoing;
- (3) To the best of Seller’s actual knowledge, Seller has obtained all approvals and caused all notifications to be made as required by Environmental Laws;
- (4) To the best of Seller’s actual knowledge, Seller has not received any notice of any violation of any Environmental Laws;
- (5) To the best of Seller’s actual knowledge, no action as been commenced or threatened regarding Seller’s compliance with any Environmental Laws;
- (6) To the best of Seller’s actual knowledge, no tanks used for the storage of any Hazardous Material above or below ground are present or were at any time present on or about the Real Property; and

- (7) To the best of Seller's actual knowledge, no action has been commenced or threatened regarding the presence of any Hazardous Material on or about the Real Property.

c. No Waiver of Liability. Seller has not released or waived and will not release or waive the liability of any previous owner, lessee or operator of the Real Property or any party who may be potentially responsible for the presence or removal of Hazardous Material on or about the Real Property. Seller has made no promises of indemnification regarding Hazardous Material to any party regarding:

- (1) Any investigation or remedial action involving the presence of Hazardous Material on or about the Real Property or releases of Hazardous Material from the Real Property;
- (2) Any allegations made by any governmental authority or any private citizen or entity or group of citizens or entities as to the violation of any Environmental Laws involving the Real Property or the operations conducted thereon; and/or
- (3) Any injury or harm of any type to any person or entity or damage to any property arising out of, in connection with or in any way relating to (i) the generation, manufacture, refinement, transportation, treatment, storage, recycling, disposal or release, or other handling of Hazardous Material on or about the Real Property or pursuant to the operations conducted thereon, and/or (ii) the violation of any Environmental Laws, and/or (iii) the contamination of the Real Property.

d. Environmental Inspection. During the Feasibility Study Period, Purchaser will have the right to take soil and water samples (including groundwater samples) from the Real Property, and to test and analyze those samples to determine the extent of any contamination of the soils and water (including groundwater) on or about the Real Property. If, based on the results of those inspections and/or tests, Purchaser determines that the condition of the Real Property is unsatisfactory or if Purchaser believes that its ownership of the Real Property would expose Purchaser to undue risks of government intervention or third-party liability, Purchaser may, without liability, cancel the purchase of the Property and terminate this Agreement.

27. Property Disclosure Form. Seller is not required to provide to Purchaser the Seller Disclosure Statement provided for in RCW 64.06.013 per RCW 64.06.010(7). Seller represents that no answer to the questions in the section entitled "Environmental" would be "yes".

28. Approval. Seller's obligations hereunder are contingent upon approval of this Agreement by the Seller's Board of Directors not later than its regular meeting of June 23, 2020. Purchaser's obligations hereunder are contingent upon approval of this Agreement by the City Council of the City of Wenatchee not later than its regular council meeting of June 25, 2020. If either the Board of Directors or the Council does not approve this Agreement at said meeting, then this Agreement shall automatically terminate.

DATED this ____ day of _____, 2020.

PURCHASER:
CITY OF WENATCHEE

By _____
FRANK J. KUNTZ, Mayor

SELLER:
WENTACHEE SCHOOL DISTRICT, NO. 246

By _____
DR. PAUL GORDON, Superintendent

EXHIBIT "A-1"

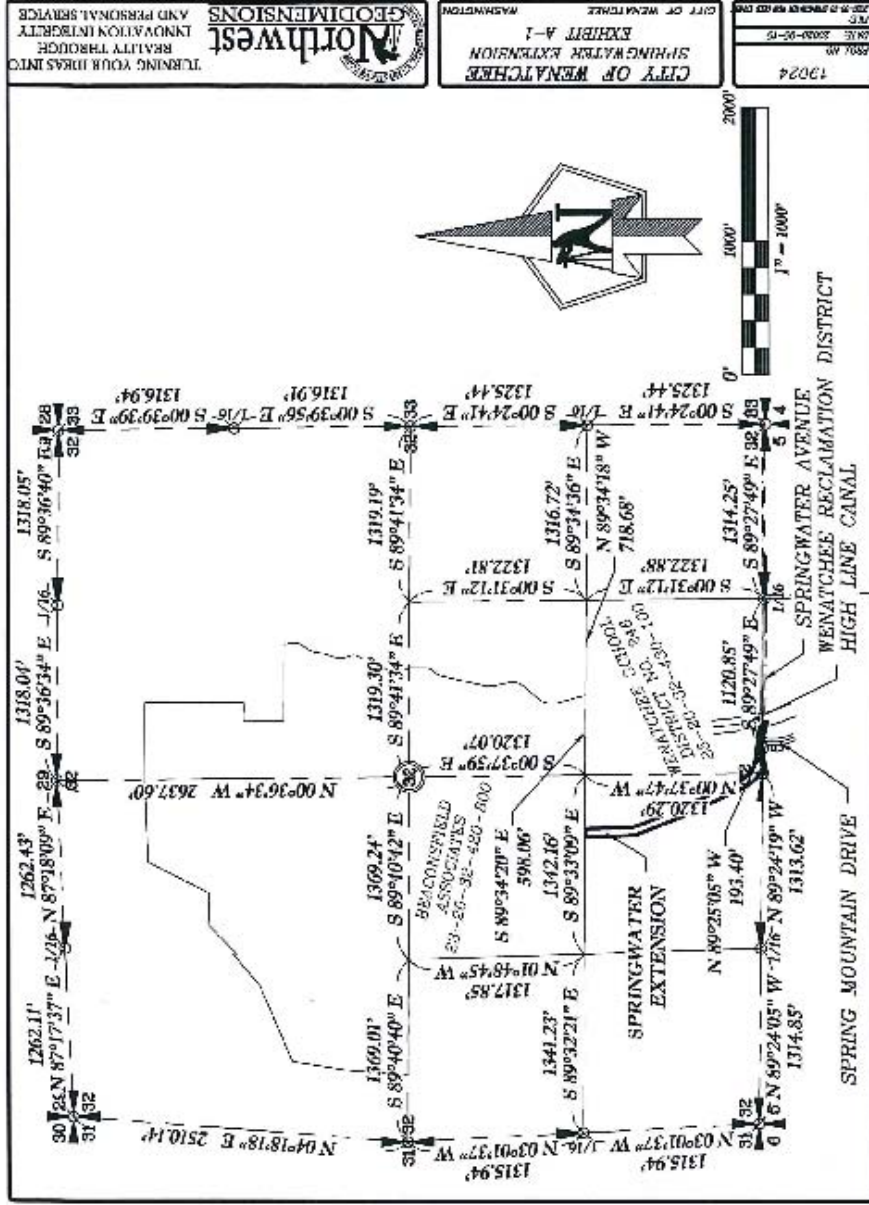


EXHIBIT "A-2"

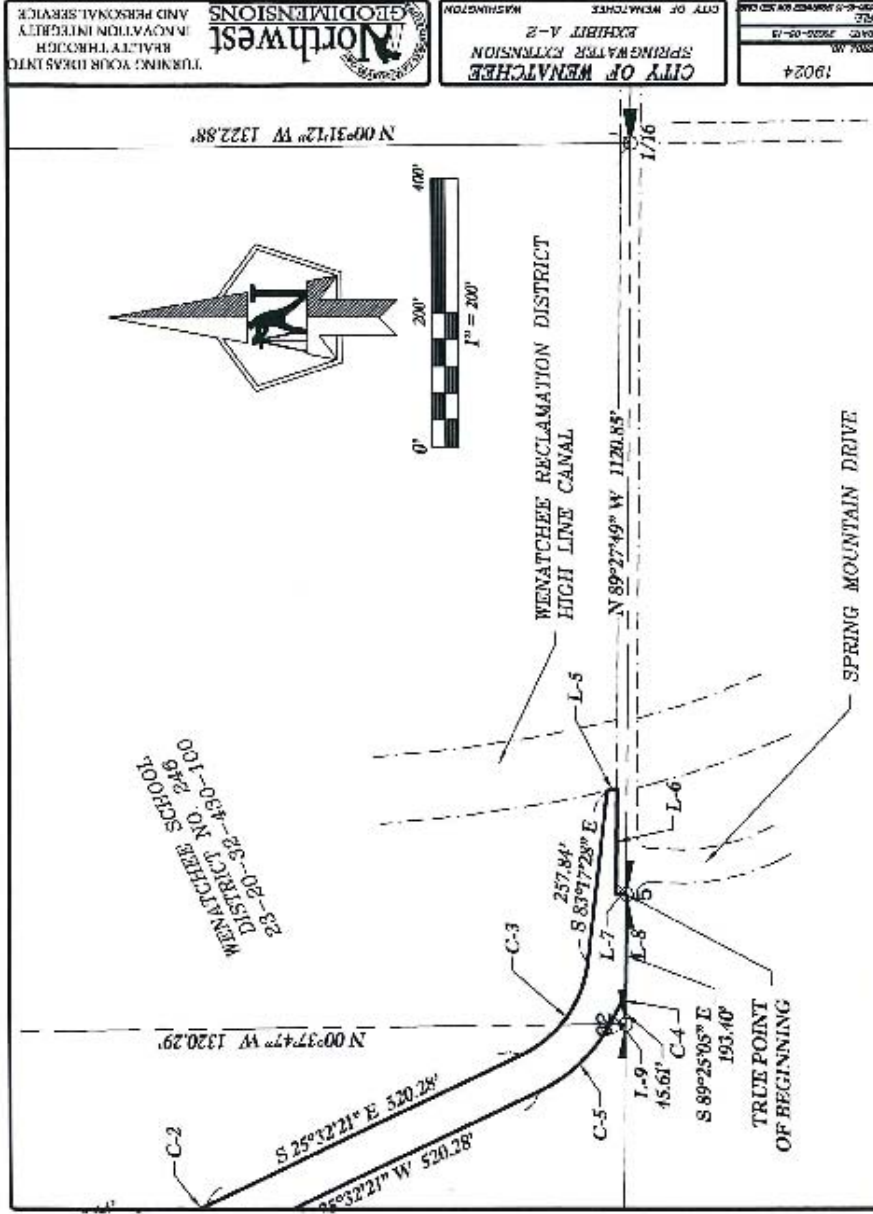


EXHIBIT "A-3"

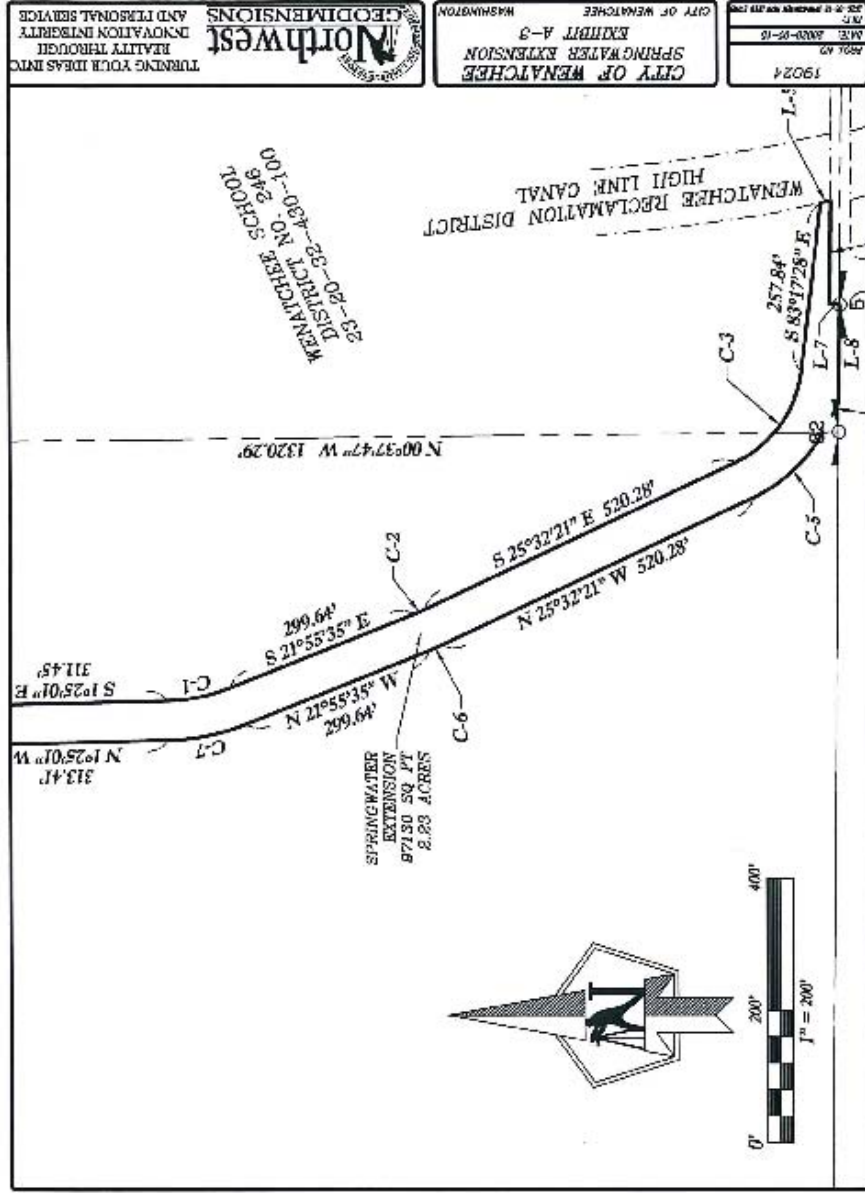


EXHIBIT 'A-4'

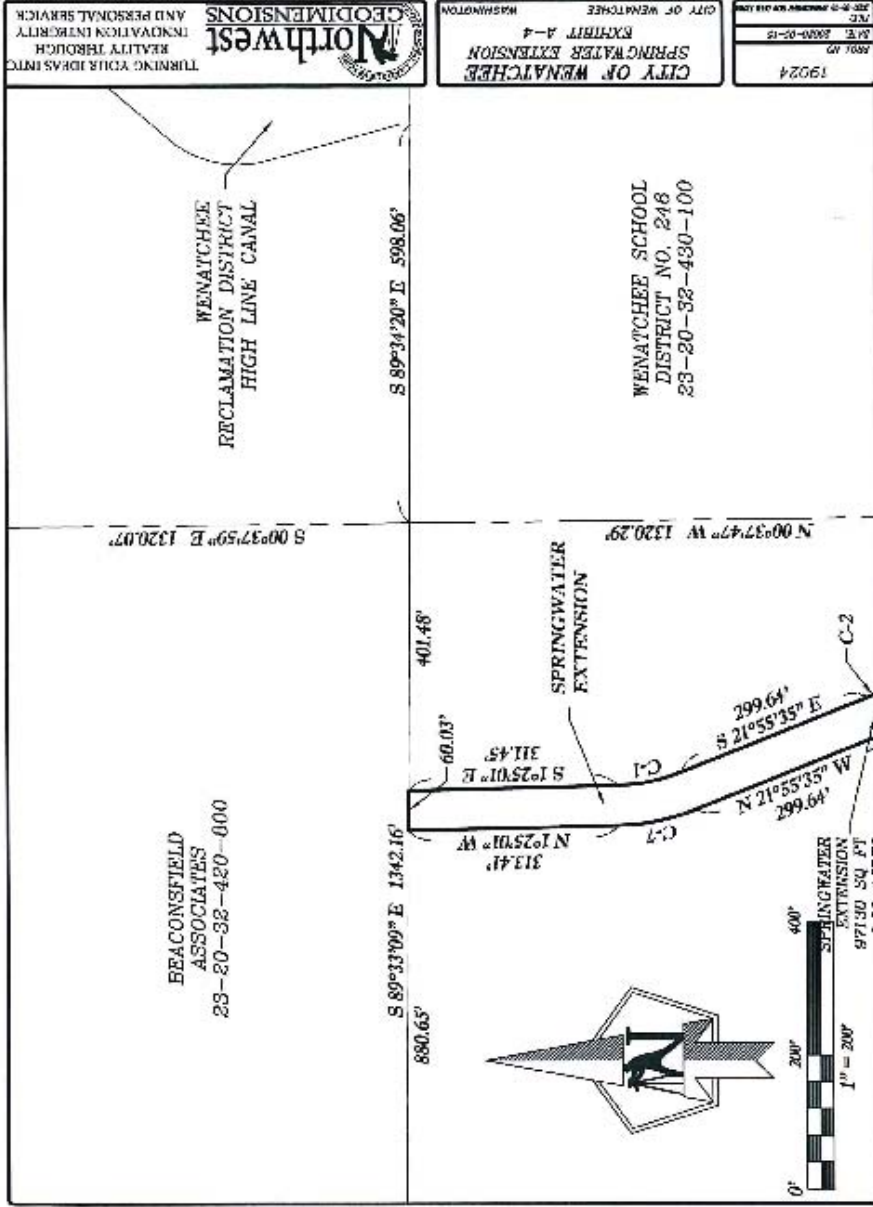
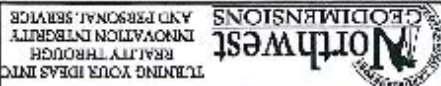


EXHIBIT "A-5"

Curve Table		Line Table						
Curve	Length	Radius	Delta	Course	Chord	Line #	Length	Direction
C-1	96.65'	270.00	20°30'34"	S 11°40'19" E	96.13'	L-5	15.16	N12° 14' 52" W
C-2	17.02	270.00	3°36'46"	S 23°43'58" E	17.02'	L-6	157.44	S89° 27' 49" E
C-3	176.39	175.00	57°45'06"	S 54°24'54" E	160.02'	L-7	15.00	N0° 34' 55" E
C-4	22.52	330.00	3°54'35"	S 63°07'14" E	22.51'	L-8	147.79	S89° 25' 05" E
C-5	146.12	235.00	38°17'38"	S 43°21'09" E	143.78'	L-9	30.53	S61° 09' 56" E
C-6	20.81	330.00	3°36'46"	N 23°43'58" W	20.80'			
C-7	118.14	326.93	20°42'14"	N 11°40'19" W	117.49'			



TURNING YOUR IDEAS INTO
 REALITY THROUGH
 INNOVATION INTEGRITY
 AND PERSONAL SERVICE

CITY OF WENATCHEE
 SPRING WATER EXTENSION
 EXHIBIT A-5
 WASHINGTON

19024

DATE: 2020-07-14

FILE: 2020-07-14

EXHIBIT "B-1"

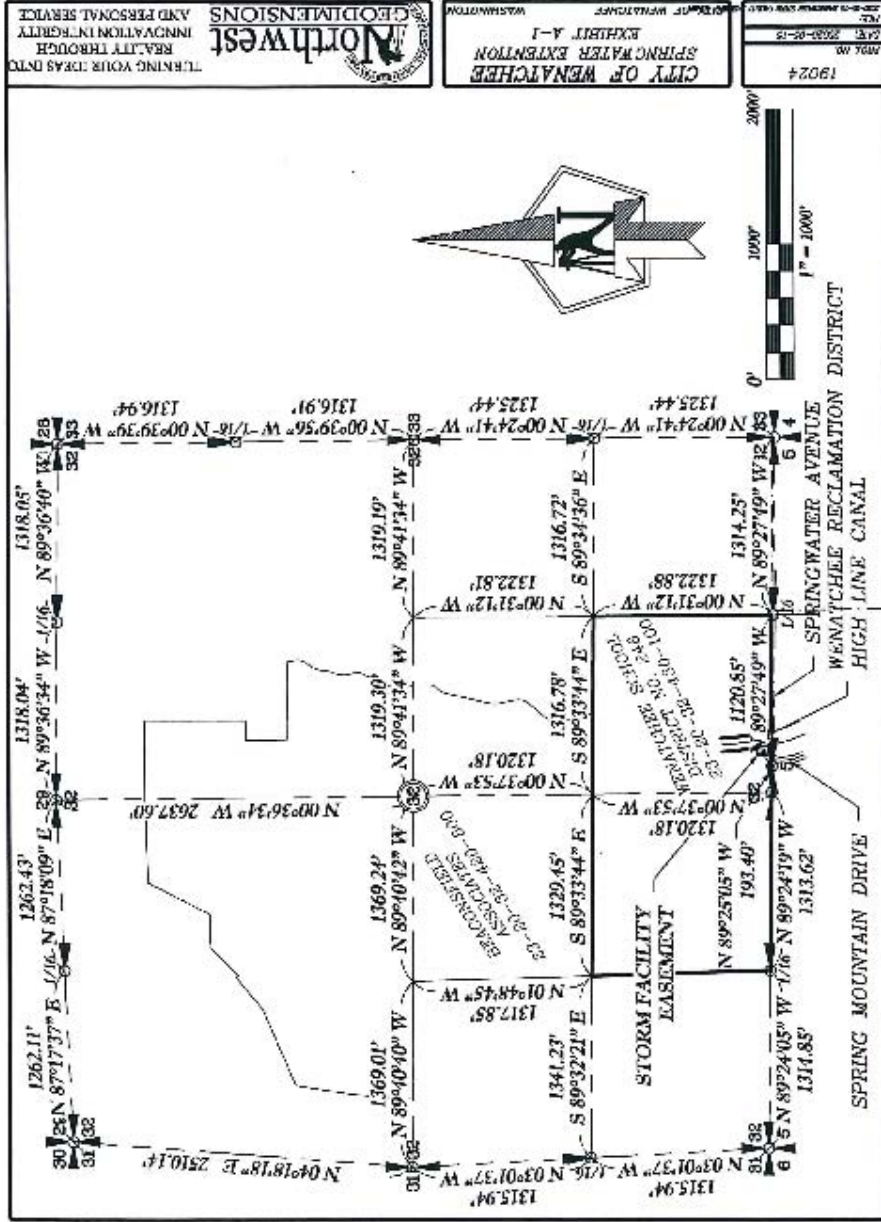
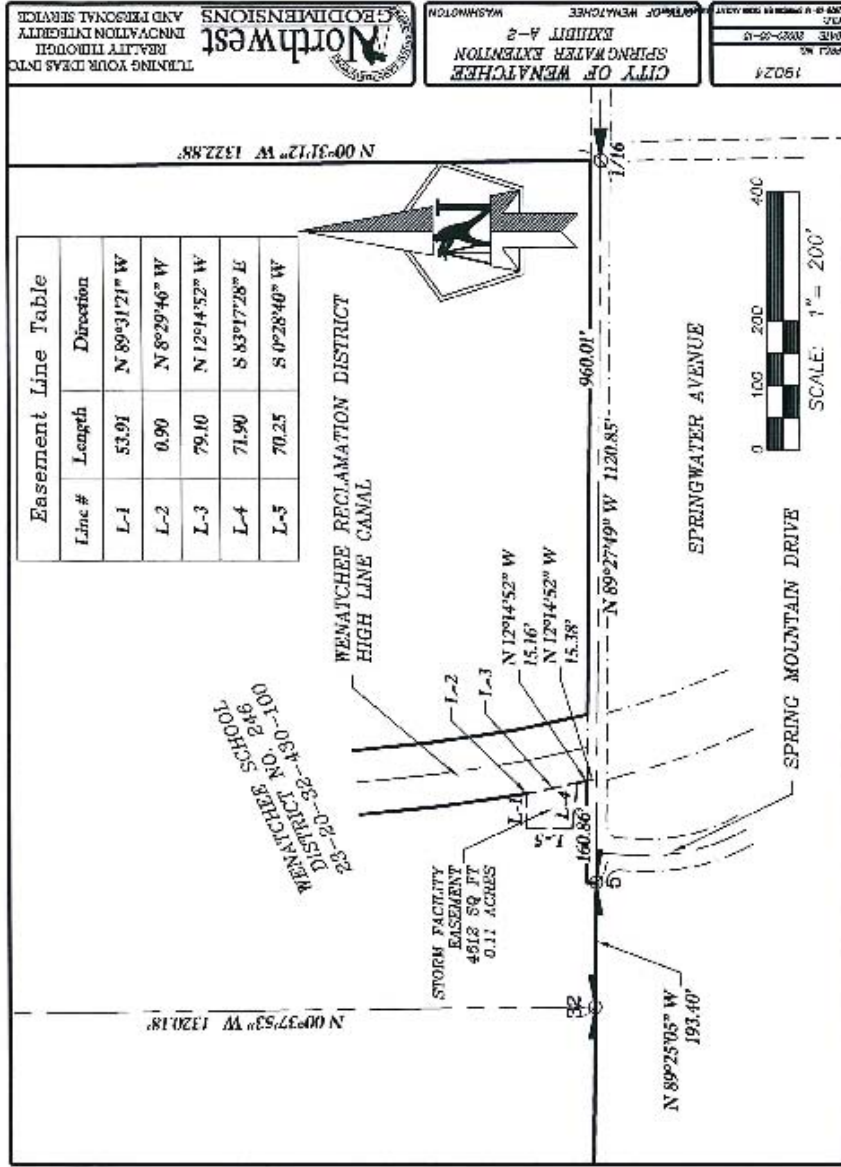


EXHIBIT "B-2"



Return Address:

City of Wenatchee – Public Works
25 North Worthen
Wenatchee, WA 98801

EXHIBIT “C”

GRANT OF STORMWATER INFILTRATION FACILITY EASEMENT

Reference numbers of related documents:

Grantor:

1. Wenatchee School District No. 246

Grantee:

1. City of Wenatchee

Legal Description:

- 1.

Assessor’s Property Tax Parcel Account Number(s):

The Grantor, Wenatchee School District No. 246, a municipal corporation of the State of Washington, for and in consideration of the mutual benefits to be derived by the parties and other good and valuable consideration, the receipt of which is hereby acknowledged, conveys and grants to the City of Wenatchee, a municipal corporation of the State of Washington, a perpetual easement for the following described purposes over and across the following described real estate, situated in the County of Chelan, State of Washington:

A portion of the Southwest quarter of the Southeast quarter of Section 32, Township 23 North, Range 20 E. W.M., Chelan County, Washington described as follows;

The distances of this description are in grid. Multiply by a combined scale factor of 1.000078523896 to derive ground distances.

Beginning at the South quarter corner of said Section 32;
thence along the South line of said Section South 89°25'05" East a distance of 193.40 feet to the North quarter corner of Section 5, Township 22 North, Range 20 E.W.M, from which the Southeast corner of said Section 32 bears South 89°27'49" East a distance of 2435.12 feet;
thence continuing along the South line of said Section 32 South 89°27'49" East a distance of 160.86 feet to a point of the Wenatchee Reclamation District High Line Canal westerly right of way;
thence along said westerly right of way North 12°14'52" West a distance of 15.38 feet to a point on the northerly right of way of Springwater Avenue;
thence continuing along the Wenatchee Reclamation District High Line Canal westerly right of way North 12°14'52" West a distance of 15.16 feet to the True Point of Beginning;
thence continuing along said right of way North 12°14'52" West a distance of 79.10 feet;
thence North 8°29'46" West a distance of 0.90 feet;
thence North 89°31'21" West a distance of 53.91;
thence South 0°28'40" West a distance of 70.25 feet;
thence South 83°17'28" East a distance of 71.90 feet to the True Point of Beginning.

1. Purpose. The purpose of the easement is for constructing, reconstructing, repairing and maintaining a municipal road stormwater infiltration facility to be constructed on the above described property, together with ingress thereto and egress therefrom for the purpose of enjoying said easement and also granting to the Grantee and to those acting under said Grantee the use of said additional area immediately adjacent to said easement as shall be required for the constructing. All of said additional area used for construction shall be held to a minimum and returned to its original state by the Grantee or its agents.

2. Maintenance of Easement Premises. Grantee, at its' expense, shall keep and maintain the easement premises in good condition and repair.

3. Relocation of Easement. Grantor reserves the right to relocate the easement premises at its' option and expense so long as the new location of the infiltration facility accomplishes the purpose for which it was intended, as follows:

- a. Grantor shall first notify the Grantee of the proposed relocation by mailing notice to the Grantee at its' last address furnished pursuant hereto showing the

proposed relocation, probable commencement and completion dates, all by mailing same, postage prepaid, at least thirty (30) days prior to commencement of relocation.

- b. At the completion of the work Grantor shall prepare for recording an amendment to the Easement Grant describing the new location of the easement to the Grantee, shall cause the same to be delivered to the Grantee, and shall furnish the Grantee evidence of title satisfactory to the Grantee showing an unencumbered easement in such Grantee, whereupon the change in location of the easement premises shall become effective, and appropriate releases of the prior location shall be executed in recordable form and exchanged between the parties hereto, their successors or assigns.

4. Expansion of Easement. Grantor shall have the right to expand the easement premises at its sole expense and use the stormwater infiltration facility for purposes of adding impervious area on Grantor's property, and Grantee shall have the right to expand the easement premises at its sole expense for purposes of widening of Springwater Avenue, as follows:

- a. The party desiring to expand the easement premises shall first notify the other of the proposed expansion by mailing notice to the other party at its last known address showing the proposed expansion, probable commencement and completion dates, all by mailing same, postage prepaid, at least ninety (90) days prior to commencement of the expansion.
- b. A joint use and maintenance agreement shall be entered into between Grantor and Grantee in the event Grantor desires to use the stormwater infiltration facility.
- c. At the completion of the work the party requesting the expansion shall prepare for recording an amendment to the Easement Grant describing the expanded easement premises, shall cause the same to be delivered to the other party for review and approval, whereupon the expansion of the easement premises shall become effective.

5. Term of Easement. The term of this easement is perpetual.

6. Appurtenant Easement. The benefits and burdens granted and imposed by this instrument shall run with the land described herein.



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Laura Merrill, Executive Services Director

MEETING DATE: July 23, 2020

I. SUBJECT

Approval of Ordinance No. 2020-18 amending Chapter 1.46 WCC "Emergency Management Organization" pertaining to the City of Wenatchee's designated emergency organization and adoption of the June 2020 Comprehensive Emergency Management Plan.

II. ACTION REQUESTED

Staff recommends the City Council adopt Ordinance No. 2020-18 amending Chapter 1.46 WCC "Emergency Management Organization" and adopting the June 2020 revision of the Comprehensive Emergency Management Plan.

III. OVERVIEW

In 2016, the City of Wenatchee (City) entered into a contract with Chelan County Emergency Management (CCEMD) for the implementation and oversight of the City's Comprehensive Emergency Management Plan (CEMP). Ordinance No. 2020-18 includes revisions to Chapter 1.46 "Emergency Management Organization" to reflect this structure by designating CCEMD as the City's designated emergency management organization for the purpose of performing local emergency management functions and designating the Chelan County Sheriff as the director. CCEMD has been performing these services for the past several years already, this does not change the current structure it simply aligns the WCC language to match.

As part of their ongoing duties, CCEMD is tasked with periodic review and updates of the CEMP under WAC 118-30-060. The June 2020 revision of the CEMP represents a substantial shift from previous revisions of the CEMP by aligning to the National Preparedness Goal through the incorporation of common core capabilities and the use of department/agency focused support annexes and appendixes to provide the most accurate and executable plan for the City of Wenatchee. The CEMP meets the requirements of RCW 38.52.070 and the criteria of WAC 118-30-060 and has been reviewed by the Washington State Emergency Management Division as part of the normal five-year revision to ensure its conformity to applicable regulatory requirements and the standards of Federal or state agencies and for its usefulness in practice. The CEMP is consistent with the National Response Framework to provide a format that all local jurisdictions can follow, promoting interoperability at all levels of response.

IV. FISCAL IMPACT

No fiscal impact.

VI. REFERENCE(S)

1. Ordinance 2020-18
2. June 2020 CEMP
3. Promulgation Memorandum

VII. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Laura Merrill, Executive Services Director
Brad Posenjak, Finance Director

ORDINANCE NO. 2020-18

AN ORDINANCE, relating to the City's Comprehensive Emergency Management Plan (CEMP) and amending Chapter 1.46 WCC Emergency Management Organization.

WHEREAS, WAC 118-30-040(1) requires the City to establish an emergency management organization; and

WHEREAS, the City adopted Ordinance No. 2000-18 establishing an emergency management organization for the purpose of performing local emergency functions codified at WCC 1.46.010; and

WHEREAS, the City contracted with Chelan County on November 7, 2019, to provide an Emergency Services Organization; and

WHEREAS, the City Council desires to conform the City Code to the current situation such that Chelan County Department of Emergency Management is designated as the City's emergency management organization; and

WHEREAS, the City adopted its Comprehensive Emergency Management Plan (CEMP) in October 2013 in Ordinance No. 2013-43; and

WHEREAS, periodic review and updates of the CEMP are required per WAC 118-30-060(7); and

WHEREAS, Chelan County Department of Emergency Management has prepared a 2020 revision of the CEMP that addresses legal requirements, best practices, and

planning guidance for County and City officials in providing emergency management operational decisions preceding, during and following disasters; and

WHEREAS, the CEMP was reviewed by the Washington State Emergency Management Division to ensure its conformity to applicable regulatory requirements and the standards of federal and state agencies.

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

SECTION I

That WCC 1.46.010 shall be and hereby is amended to read as follows:

1.46.010 Established.

Pursuant to Chapter 38.52 RCW, the Chelan County Emergency Management Department is designated as the emergency management organization for the purpose of performing local emergency management functions for the City of Wenatchee.

SECTION II

That WCC 1.46.020 shall be and hereby is amended to read as follows:

1.46.020 Director.

The director of the emergency management organization shall be the Chelan County Sheriff or his/her designated representative, unless and until another person is appointed by the City Council. The director shall be directly responsible for the organization, administration, and operation of the emergency management organization.

SECTION III

That the Chelan County Comprehensive Emergency Plan dated June 2020 attached hereto as Exhibit “A” shall be and hereby is adopted as the City’s CEMP. The City’s

prior CEMP adopted by Ordinance No. 2013-43, and subsequent amendments thereto, shall be and hereby are repealed.

SECTION IV
Effective Date

This Ordinance shall take effect thirty (30) days from and after its passage, approval and publication as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY WENATCHEE,

at a regular meeting thereof, this _____ day of _____, 2020.

CITY OF WENATCHEE

By: _____
FRANK KUNTZ, Mayor

ATTEST:

By: _____
TAMMY STANGER, City Clerk

APPROVED:

By: _____
STEVE D. SMITH, City Attorney

Chelan County

Comprehensive Emergency Management Plan



Basic Plan

June 2020

Chelan County Sheriff's Office
Emergency Management





Forward

Chelan County Sheriff's Office Emergency Management sincerely appreciates the cooperation and support of the local jurisdictions, agencies, and departments, public and private stakeholders: and state agencies that have contributed to the revision and publication of the June 2020, Chelan County Comprehensive Emergency Management Plan (CEMP).

The 2020 CEMP represents a substantial shift from previous revisions of the CEMP by aligning to the National Preparedness Goal through the incorporation of Core Capabilities. The Basic Plan of this CEMP has been reformatted to better addresses legal requirements, best practices, and planning guidance. This edition of the CEMP also replaces the use of emergency support functions with agency/department annexes and contract city department appendixes to provide for the most accurate and executable plan throughout Chelan County.

The CEMP is intended as a comprehensive framework for county-wide emergency preparedness in the prevention, protection, mitigation, response, and recovery mission areas. The CEMP is one of many efforts in preparing the whole community for emergencies and disasters.

This CEMP is consistent with the National Response Framework to provide a format that all local jurisdictions can follow, promoting interoperability at all levels of response. Advances in technology allow us to coordinate actions and activities through electronic means much more quickly and frequently and to deliver this plan in a digital form versus a paper document. Any requests for changes or modifications should be directed to the Chelan County Emergency Management Office.

Sheriff Brian Burnett
Chelan County EM Director

Date

Sgt. Kent Sisson
Chelan County Assistant EM Director

Date



Promulgation Memo

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Promulgation And Adoption

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Promulgation and Adoption

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Record of Changes

Change Number:	Date of Change:	Document/Section	Change Summary	Position/Name
1	1/27/20	Chelan County CEMP	Complete revision that incorporated Core Capabilities with the assistance of the Washington State Military Department, Emergency Management Division.	CCEM Smoke
2	4/1/20	Basic Plan Concept of Ops.	State Recommendation Concept of Ops. – Leadership drives operational objectives	CCEM Smoke
3	4-22-20	Basic Plan Concept of Ops.	State Recommendation Concept of Ops. - Desired outcomes come from operational objectives	CCEM Smoke
4	4-22-20	Basic Plan Concept of Ops	State Recommendation Use standard NIMS activation levels.	CCEM Smoke
5	4-29-20	Basic Plan Communications	State Recommendation Community Communications – Add section covering Access and Functional Needs	CCEM Smoke
4	5-4-20	Basic Plan Finance	State Recommendation Add additional information on Individual Assistance, Small Business and Human Service Programs	CCEM Smoke
5	5-19-20	Basic Plan Logistics and Resource Management	State Recommendation Add additional information on procurement programs and specialized resources (WAMAS, EMAC, PNFM, All hazard Fire Mob)	CCEM Smoke
6	5-20-20	Basic Plan Development and Maintenance	State Recommendation Add Availability to public and monitoring legal changes	CCEM Smoke



Record of Distribution

Agency/Organization/Department	Contact Person	Delivery Date: MM/YYYY	Receipt
Chelan County Departments			
CC Assessor's Office			
CC Auditor's Office			
CC Building Dept.			
CC Coroner			
CC County Commissioners			
CC Emergency Management			
CC Information Technology			
CC Prosecuting Attorney			
CC Public Works			
CC Sheriff			
CC Treasurer's Office			
Cities / Towns			
Cashmere Mayor			
Cashmere Public Works			
Chelan Mayor			
Chelan Public Works			
Entiat Mayor			
Entiat Public Works			
Leavenworth Mayor			
Leavenworth Public Works			
Wenatchee Mayor			
Wenatchee Police Department			
Wenatchee Public Works			
Fire Districts			
CC Fire District 1			
CC Fire District 3			
CC Fire District 5			
CC Fire District 6			
CC Fire District 7			
CC Fire District 8			
CC Fire District 9			
CC Fire District 10			



Cashmere Fire Department			
US Forest Service			
Hospitals / Clinics			
Central WA Hospital, Confluence			
Lake Chelan Community Hospital			
Cascade Medical Center			
Columbia Valley Community Health			
Emergency Medical Services			
Lifeline Ambulance			
Ballard Ambulance			
Cascade Ambulance			
Lake Chelan Ambulance			
Greater Wenatchee EMS Council			
Other Organizations			
American Red Cross			
Chelan County PUD			
Chelan/Douglas Health District			
LINK Transit			
Redi Healthcare Coalition			
RiverCom 911 Dispatch Center			
Wenatchee Valley Humane Society			
Emergency Management – Region 7 Counties			
Douglas County EM			
Grant County EM			
Kittitas County EM			
Okanogan County EM			
State Agencies			
WA State Dept. of Ecology			
WA State Dept. of Natural Resources			
WA State Patrol District 6			
WA State Dept. of Health			
WA State Dept. of Transportation			
WA State Dept. of Agriculture			
WA State EMD			
WSU Extension Agent, Wenatchee			



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I. Introduction

A. Purpose

The Chelan County Comprehensive Emergency Management Plan (CEMP) is an all-hazard plan to approach emergency and disaster situations likely to occur in the county, as described in the Chelan County Hazard Identification and Vulnerability Analysis (HIVA).

Emergency management consists of mitigation, preparedness (including prevention and protection), response, and recovery activities. The CEMP sets in place policies and procedures to minimize the impact of emergencies and disasters to the people, property, environment, and economy of Chelan County.

The CEMP includes the Basic Plan, Agency/Department – Focused Annexes, and hazard specific annexes that describe the roles, responsibilities, functions, and support relationships of Chelan County Emergency Management.

The Chelan County CEMP is designed to meet the requirements of Washington Administrative Code 118-30 and Revised Code of Washington 38.52. It has been adopted by the Chelan County Board of Commissioners by resolution and codified in section 7.14.010 of the Chelan County Code.

B. Scope

The Chelan County CEMP was promulgated by the County Board Commissioners and Mayors of the participating cities within the county and applies to all local, public, and private entities and organizations participating and included in the plan.

The CEMP establishes a mutual understanding of authority, responsibilities, and functions of local government and provides a basis for incorporating essential non-governmental agencies and organizations into the emergency management organization. The “all hazards” approach allows the plan to be activated for a wide range of emergencies that vary in scale, duration, and cause. The CEMP helps promote the efficient and effective use of government, private sector and volunteer resources during all phases of emergency management and throughout all levels of emergency response activation or recovery activities.

The Chelan County CEMP is activated when an event occurs, or has been forecast as imminent, which places people and property in danger. Technologically caused events and some natural events, such as earthquakes, generally do not provide any advance warning. However, other natural disasters, such as winter storms and flooding, can generally be predicted which may allow some time for preparedness actions. Many events require response and/or actions by the public in order to eliminate or reduce their exposure to the danger of the event.

The plan is consistent with the Washington State CEMP, the National Prevention, Protection, Mitigation, Response, and Disaster Recovery Frameworks, as well as FEMA’s National Incident Management System (NIMS) and Comprehensive Planning Guide 101v2.

C. Situation Overview

Chelan County experiences significant impacts from natural hazards including floods, droughts, slides, severe storms and wildland fires. Beyond natural hazards, there are technological hazards, including dam failures, hazardous material incidents, utility outages and the potential for terrorism. All of these require assessment and determination by the county officials to organize resources so that losses can be prevented or minimized. Specific hazards are detailed in the Chelan County Hazard Identification and Vulnerability Analysis (HIVA), which is published as a separate document.



Emergencies or disasters could occur in the county at any time causing significant human suffering, injury and death, public and private property damage, environmental degradation, loss of essential services, economic hardships to businesses, families, and individuals and disruption of governmental entities.

Due to the topography of Chelan County and the geographical separation of some of the populated areas, response concepts must account for the potential of isolation in some areas. Available resources and capabilities may be limited for a period of time and operational decisions need to reflect the needs of each community and also maintain countywide coordination in order to ensure effective and efficient resource management. Chelan County usually has several declared emergencies each year, most often pertaining to wildland fires and flooding. Often the declared emergencies are for specific areas of the county, and not declared for the entire county.

The 2019 Chelan County Natural Hazard Mitigation Plan provides detailed information on the following natural hazards and the probability, impact, and risk ranking scores that these natural hazards pose to the people, property and economy in Chelan County.

Hazard Risk Ranking

Rank	Hazard Type	Risk Rating Score (Probability x Impact)	Category
1	Severe Weather	45	High
2	Wildfire	36	High
3	Earthquake	34	High
4	Landslide	33	High
5	Flooding	18	Medium
6	Dam Failure	12	Low
7	Drought	9	Low

D. Planning Assumptions

Some emergencies or disasters will occur with enough warning that appropriate notification will be issued to ensure some level of preparation. Other emergencies or disasters will occur with no advanced warning.

The extent of the challenges created by emergencies or disasters depends on factors such as time of occurrence, geographic area, severity of impact, weather conditions, area demographics, nature of building construction, and the status of communications and cyber systems operability. Collateral incidents such as fire, floods, hazardous materials releases, or mass cyber systems outages will occur and increase the impact on the community, multiply losses, and hinder immediate emergency response efforts.

Governmental officials within the county recognize their responsibilities regarding the safety and well-being of the public and they will assume their responsibilities when the Comprehensive Emergency Management Program is implemented.

The common core capabilities of this revision serve as both preparedness tools and a means of structured implementation and interoperability that all local jurisdictions and disciplines can follow throughout all levels of response.

Demand on emergency response agencies becomes much greater in times of crisis, and the prioritization of response to an emergency becomes critical. In addition, the resource of many of the supporting public and private organizations, that normally do not interact except in a crisis, need to be mobilized on a cooperative basis.



In situations not specifically addressed in this plan, responding agencies will have to improvise and carry out their responsibilities to the best of their abilities under the circumstances.

In a major event the resources within the county will be overwhelmed and outside assistance will need to be requested. Such requests will be made through the Chelan County Emergency Operations Center (EOC) to the Washington State Military Department, Emergency Management Division (WEMD)/State Emergency Operations Center (SEOC).

Members of the public, private organizations and businesses, state agencies, and local jurisdictions are expected to provide their own resources for at least the first three days of an emergency or disaster. Catastrophic disasters will require even greater preparation. Therefore, to adequately prepare for a catastrophic disaster, members of the public are encouraged to prepare to remain self-sufficient for longer periods.

Federal assistance may become available for disaster response and recovery operations under the provisions of the National Response Framework and the Stafford Act, Public Law 93-288, as amended.

II. Concept of Operations

A. NIMS

The National Incident Management System (NIMS) is a comprehensive, national approach to incident management that is applicable at all jurisdictional levels and across functional disciplines. It is intended to be applicable across a full spectrum of potential incidents, hazards, and impacts, regardless of size, location or complexity.

NIMS guides all levels of government, nongovernmental organizations (NGO), and the private sector to work together to prevent, protect against, mitigate, respond to, and recover from incidents. NIMS provides stakeholders across the whole community with the shared vocabulary, systems, and processes to successfully deliver the core capabilities

The NIMS model for incident management is the Incident Command System (ICS). The Incident Command System provides the structure for all operational coordination of emergency response and recovery efforts conducted under this plan. Emergency response and supporting agencies and organizations agree to carry out their objectives in support of the incident command structure to the fullest extent possible.

B. Leadership

The responsibility for leadership and operations during emergency situations is vested in the executive heads of government. The legislative authority of Chelan County is responsible for policy actions or decisions during an emergency or disaster within Chelan County. The legislative authority of each city is responsible for policy actions or decisions during an emergency or disaster, within the scope of their powers.

In the event a majority of the Board is not available, the remaining one Commissioner may make decisions dealing with an occurring emergency or disaster. In the event a majority of the City Council is not available, the remaining Council may make decisions dealing with an occurring emergency or disaster.

Designation of the incident command agency, and assumption of incident coordination, will follow statutory responsibilities when applicable. Designation of the Incident Commander is made by the legislative authority of the jurisdiction and is based on the following criteria:



- a. Specific or implied authority or responsibility within the applicable jurisdiction, or as otherwise identified in this plan.
- b. Assumption of responsibility by the official agency.

C. Operational Objectives

Incident Management operational objectives are based on the following priorities:

1. **Life Safety;**
2. **Incident Stabilization;**
3. **Protection of Property; and**
4. **Protection of the Environment.**

Incident management priorities include saving lives, stabilizing the incident, and protecting property and the environment. To achieve these priorities, incident personnel apply and implement NIMS components in accordance with the principles of flexibility, standardization, and unity of effort.

Flexibility – allows NIMS to be scalable and, therefore, applicable for incidents that vary widely in terms of hazard, geography, demographics, climate, cultural, and organizational authorities.

Standardization – defines standard organizational structures that improve integration and connectivity among jurisdictions and organizations, defines standard practices that allow incident personnel to work together effectively and foster cohesion among the various organizations involved, and includes common terminology to enable effective communication.

Unity of Effort – coordinating activities among various organizations to achieve common objectives. Unity of effort enables organizations with specific jurisdictional responsibilities to support each other while maintaining their own authorities.

The operational direction and control of emergency response and recovery activities will be conducted on-site by an Incident Commander. The ICS responsibilities of an Incident Commander or Unified Command include:

1. Establishing a single Incident Command Post (ICP) for the incident
2. Establishes incident objectives to drive incident operations toward the desired outcomes.
3. Establishing an Incident Action Plan (IAP) to coordinate and guide incident operations and activities, through unity of effort, to accomplish the desired outcomes of the incident objectives.

D. Plan Activation

The initial response to, or the imminent threat of, an emergency will generally be conducted under the guidelines of this Basic Plan, and the Agency / Department Annexes and Appendices contained in this plan. During an initial response, an Incident Commander (IC) will assume command of local resources and act to protect lives, property and the environment. If the situation exceeds or threatens to exceed the initial response, the IC will activate additional response capabilities through established procedures, mutual aid or inter-local operational agreements.

Upon notification of an incident, Chelan County Emergency Management will support the Incident Command and activate the necessary functions of the emergency management organization, such as emergency alerting and notifications. The Chelan County Emergency Operations Center (CCEOC) activation level is determined by the size, scope and complexity of an incident.



CCEM utilizes the standard NIMS EOC activation levels:

NIMS EOC Activation Levels	
Activation Level	Description
3 – Normal Operations	Activities that are normal for the EOC when no incident or specific risk or hazard has been identified; or an activity that can be dealt with using existing local resources or minimal mutual aid assistance, and that is short term in nature and limited in scope.
2 – Partial Activation	Certain EOC staff and departments/agencies activated to monitor a credible threat, risk, or hazard and/or to support the response to a new and potentially evolving incident; or incident activities with increasing scope, complexity and mutual aid resources.
1 – Full Activation	All EOC staff and multiple department/agencies are activated to support the response to a major incident or credible threat; or broad scope community emergencies with long term impact, representing a significant threat to life, property and/or the environment; and requiring a substantial commitment of personnel,

E. Continuity of Government

Under Article XI, Section 11 of the Washington State Constitution, any county, city, or town is charged with the responsibility for ensuring provisions are made for continuity of government during emergencies within their respective jurisdictions. The Chelan County Continuity of Government and Operations Plan (COG/COOP), has been approved by the Chelan County Commissioners (9/27/2016), as a supporting preparedness document to complement the existing Chelan County CEMP.

The purpose and intent of the COG/COOP is to prepare Chelan County to respond to disasters or a major emergency while continuing to provide day-to-day essential services. COG/COOP planning helps assure the capability exists to continue essential services across a wide range of potential emergencies. The objectives of the plan are to:

Ensure the continuous performance of a department’s essential services during a disaster or major emergency.

1. Protect critical infrastructure.
2. Reduce or mitigate disruptions to operations from a disaster.
3. Achieve a timely and orderly recovery from an emergency and resume full service to customers as quickly as possible.

Natural, technological, or man-made disasters may threaten the functional capability of local government through the potential destruction of or harm to government personnel, facilities, critical systems, resources, and vital records. Continuity of government and operations planning is necessary to provide for the continued protection and safety of the population and bring about the prompt and orderly restoration and recovery of public and private property and services.

Many of the catastrophes that require activation of the CC COG/COOP will cause extensive damage to more than just County facilities.

The Continuity of Government and Operations Plan will be activated upon notification of an emergency or disaster in the County that severely impacts the County’s and/or contracted City’s ability to continue normal



operations and provide essential services. The COG/COOP addresses the preservation and/or reconstruction of government to ensure that the legislative, administrative, and business continuity for Chelan County is maintained until normal operations and services can be restored.

The Chelan County Emergency Operations Center (EOC) will be activated to support County and/or City operations to an emergency or disaster for response, recovery and restoration. The CC EOC will also serve as the central coordination point for the implementation of the COG/COOP activation and the coordination and support for operations and/or alternative facilities.

Each political subdivision shall adopt rules and regulations providing for appointment of temporary interim successors to the elected and appointed offices of the political subdivisions (RCW 42.14.070).

Executive heads of all departments and agencies of the county and cities should designate alternates to assure continuity of leadership and operation in the event they (the executive heads) are not available during the time of an emergency. An alternate operations office should also be designated in the event the normal office is unusable. The successors are to be made aware of their emergency responsibilities and receive appropriate training.

All departments, agencies, and commissions shall identify essential records and take actions to protect those records during a disaster or emergency operation.

Designation of Successors

Succession will occur if there are no available elected executives to make policy decisions. Upon the availability of any elected executive official, succession to non-elected personnel will cease.

County Government

If the entire Board of Commissioners is not available, then this authority is assumed in this order:

1. Sheriff
2. Director of Public Works
3. Assessor
4. Auditor

In the event no elected officials are available, emergency authority will fall to the Senior Sheriff's Office Commander.

City Government

If the entire elected legislative authority body is unavailable, this authority is assumed by the available department heads, with the City Administrator acting as chair of this body.

Scope of Authority

Emergency Management responsibilities of successors acting as the legislative authority:

1. Shall abide by any and all procedures pre-determined by the elected executive officials for their particular political subdivision.
2. Shall make only those decisions necessary to support the emergency or disaster operations.
3. Shall commit funds to the emergency/disaster operations as provided in the Revised Code of Washington.



F. Whole Community Involvement

The Whole Community is defined by the Federal government as:

“Whole Community is a means by which residents, emergency management practitioners, organizational community leaders, and government officials can collectively understand and assess the needs of their respective communities and determine the best ways to organize and strengthen their assets, capacities, and interests. Whole Community includes individuals and families, including those identified as at-risk or vulnerable populations; businesses; faith-based and community organizations; nonprofit groups; schools and academia; media outlets; and all levels of government, including state, local, tribal, territorial, and federal partners.”

Involving the Whole Community is a means by which Washington State residents, businesses, non-profit organizations, emergency management practitioners, organizational and community leaders, and government officials at all levels can collectively identify and assess the needs of their respective communities and determine the best ways to organize and strengthen their assets, capacities, and interests. The Whole Community approach in Washington State attempts to engage the full capacity of the public, private and nonprofit sectors. This includes businesses, faith-based and disability organizations, and the public, including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), people with Limited English Proficiency (LEP), and culturally diverse populations. This engagement is in conjunction with the participation of local, tribal, state, and federal governmental partners.

State and local governments carrying out emergency response and providing disaster assistance shall comply with all applicable non-discrimination provisions contained in RCW 49.60, Discrimination - Human Rights Commission, as well as in Public Law 110-325, Americans with Disabilities Act (ADA) of 1990 as amended with ADA Amendments Act of 2008.

Recipients of any federal funds must acknowledge and agree to comply with applicable provisions of federal civil rights laws and policies prohibiting discrimination, including, but not limited to: Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of race, color, or national origin. Recipients of federal financial assistance must also take reasonable steps to provide meaningful access for persons with Limited English Proficiency (LEP) to their programs and services.

Providing meaningful access for persons with LEP may entail providing language assistance services, including oral interpretation and written translation. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (August 11, 2000), requires federal agencies issue guidance to grant recipients, assisting such organizations and entities in understanding their language access obligations. The Department of Homeland Security (DHS) published the required grant recipient guidance in April 2011, DHS Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 76 Fed. Reg. 21755-21768, (April 18, 2011). The guidance provides helpful information such as how a grant recipient can determine the extent of its obligation to provide language services, selecting language services, and elements of an effective plan on language assistance for LEP persons.

The term Access and Functional Needs (AFN) has replaced “special needs,” “vulnerable,” “high-risk,” and similar terms. People with access or functional needs are those who may have additional needs before, during or after an incident in functional areas including, but not limited to: maintaining health, independence, communication, transportation, support, services, self-determination, and medical care. Individuals in need of additional response assistance may include people who have disabilities, who live in institutionalized settings, who are older adults, who are children, who are from diverse cultures, who have



limited English proficiency or who are non-English speaking, or who are transportation disadvantaged (National Preparedness Goal, September 2015).

The Pets Evacuation and Transportation Standards (PETS) Act amends the Robert T. Stafford Disaster Relief and Emergency Assistance Act to ensure state and local emergency preparedness operational plans address the needs of individuals with household pets and service animals following a major disaster or emergency.

G. Request for a Proclamation of Emergency

When an emergency or disaster is beyond the normal capabilities of local government, a local proclamation of emergency is made by the legislative head of the involved governments in accordance with RCW 36.40.180 for counties and RCW 35.33.081 for cities. This proclamation is usually prepared by Chelan County Emergency Management and is approved and signed by the legislative heads of government as an ordinance or resolution. This proclamation is a prerequisite for state and federal assistance.

Proclamation of Emergency: Activation of the appropriate parts of this plan, and certain emergency powers, by proclamation of emergency. A proclamation of emergency must be made by the local legislative authority to request state or federal assistance.

III. Direction, Control, and Coordination

A. Multi-Jurisdictional Coordination

The Incident Command System (ICS) is the basis for all direction, control and coordination of emergency response and recovery efforts conducted under this plan. ICS will be used to provide a common organizational structure and framework for multiagency/multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities with other federal, state, county, regional, private-sector, and nongovernmental organizations.

The operations of the emergency management within Chelan County are established by the Inter-local Agreement between the County of Chelan and the Cities of Cashmere, Chelan, Entiat, Leavenworth and Wenatchee.

B. General

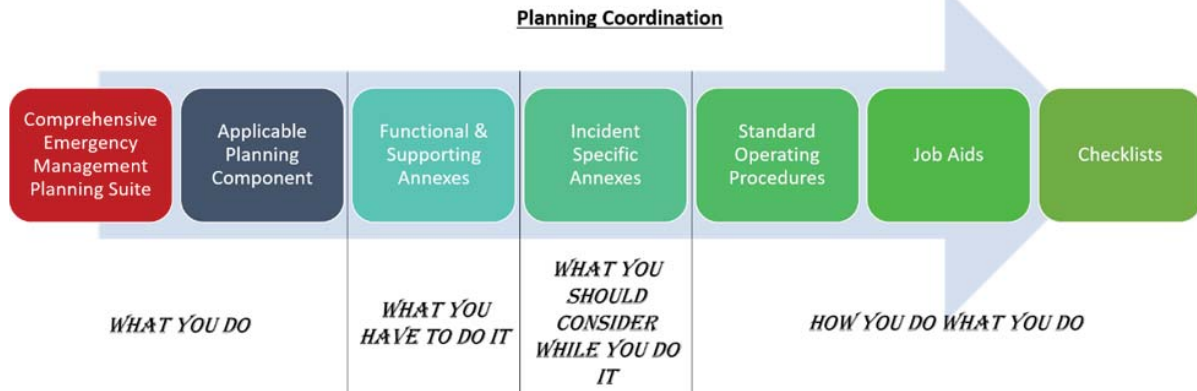
All disasters and emergencies begin locally, and local jurisdictions working in collaboration with county and other local emergency management agencies provide initial response. Direction, control, and coordination of the initial emergency management response activities are provided by local jurisdictions and their emergency management agencies. The complexity of emergency management operations during a disaster or emergency requires that direction, control, and coordination channels are formalized and understood by all involved in the incident.

Local incident commanders lead tactical direction and control activities. Incident commanders report as specified in their chain of command and request resources through the Chelan County Emergency Operations Center (EOC). When public, private, and mutual aid or inter-local agreement resources from adjacent political subdivisions are exhausted, the county EOC requests assistance from the State Emergency Operations Center (SEOC).

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Agency/Department Annexes and an agency or department's operation procedures



and guidelines that establish the local tactical direction and control activities.



C. Horizontal Integration

Chelan County Code - The county code was reviewed for the full capability assessment and for identifying opportunities for action plan integration.

Chelan County Flood Control Zone District Plan (2018) - The Management Plan recommends regional policies, programs, and projects to reduce flood risks and to protect, restore or enhance riparian and aquatic ecosystems. The flood damage prevention ordinance was reviewed for compliance with the National Flood Insurance Program.

Chelan County Natural Hazard Mitigation Plan

The 2019 revision is a comprehensive document that evaluates and identifies natural hazards, potential risks from those hazards, and projects to mitigate for and respond to hazard events.

Chelan County Community Wildfire Protection Plan

The purpose of the Chelan County Community Wildfire Protection Plan (CWPP) is to reduce the impact of wildfire on Chelan County residents, landowners, businesses, communities, local governments, and state and federal agencies while maintaining appropriate emergency response capabilities and sustainable natural resource management policies. The CWPP identifies high risk areas as well as recommend specific projects that may help prevent wildland fires from occurring altogether or, at the least, lessen their impact on residents and property.

Chelan / Douglas Health District Emergency Operations Plan (2017)

The purpose of the Chelan Douglas Health District's (CDHD) Emergency Operation Plan (EOP) is to provide guidelines for coordinated preparedness and response to emergency incidents that fall under Emergency Support Function (ESF) 8, Public Health and Medical Services, or incidents that may have public health implications in Chelan & Douglas Counties.

Chelan / Douglas LEPC Hazardous Materials Emergency Response Plan (December 2018) This plan replaced Emergency Support Function (ESF 10), Oil and Hazardous Materials Response, of the 2014 Chelan County CEMP. The plan establishes the policies and procedures under which the County of Chelan will operate in the event of a hazardous materials incident, oil spill, or other release.

Chelan / Douglas Area Emergency Services Mutual Aid Agreement

Based on the provisions of Chapter 39.34 RCW, RCW 35.84.040, and RCW 52.12.111, this mutual aid agreement provides the signature cities, fire districts and other public safety agencies with a mechanism for requesting mutual aid for fire protection, rescue, and other emergency situations.



D. Vertical Integration

WA State Region Seven Emergency Management Inter-local Agreement

A regional inter-local agreement between the counties of Chelan, Douglas, Grant, Kittitas, and Okanogan for the purpose of joint participation in Homeland Security and Emergency Management "All Hazards" planning and preparedness programs.

REDi (Regional Emergency and Disaster) Healthcare Coalition

Formerly Washington State Region 7, Region 8 and Region 9 Healthcare Coalitions, the **Regional Emergency and Disaster (REDi) Healthcare Coalition** is the healthcare coalition serving the 19 counties and 4 tribes of eastern Washington. The coalition collaborates with hospitals, clinics, long-term care providers, dialysis centers, blood centers, emergency management, public health, tribal health and others increase regional healthcare system preparedness and response. We welcome these partners to collaborate with us as we plan for, train, exercise and respond to emergencies impacting eastern Washington.

Washington State Comprehensive Emergency Management Plan (CEMP)

The Washington State CEMP provides the framework for statewide mitigation, preparedness (including prevention and protection), response and recovery activities while providing a structure for plan consistency throughout the state and facilitating interoperability between local, state, and federal governments.

WA State CEMP Catastrophic Incident Annex (2013)

This annex helps state agencies and local jurisdictions prepare to respond rapidly in the case of a catastrophic incident.

WA State Fire Services Resource Mobilization Plan

Under [RCW 43.43.961](#), the Fire Service Resource Mobilization Plan is implemented to provide personnel, equipment, and other logistical resources when a wildland fire or other emergency exceeds the firefighting capacity of local jurisdictions.

Northwest Area Contingency Plan (2011)

The Northwest Area Contingency Plan (NWACP) has been adopted as Washington State's Oil and hazardous Substance Spill Prevention and Response Plan, as required by statute (RCW 90.56.060). This plan is intended for use as a guideline for coordination of spill response actions and to ensure consistency in response to spills.

Washington Intrastate Mutual Aid System (WAMAS)

WAMAS, established in RCW 38.56, provides for mutual assistance among member jurisdictions, to include every county, city and town of the state. WAMAS is a mutual aid tool to use when other agreements do not exist.

Emergency Management Assistance Compact (EMAC)

EMAC, is a national governor's interstate mutual aid compact that facilitates the sharing of resources, personnel and equipment across state lines during times of disaster and emergency. EMAC is formalized into law (RCW 38.10.010) and requires a Governor's Proclamation before use. It is coordinated through the Washington Emergency Management Division.

National Incident Management System (NIMS)

A system mandated by Homeland Security Presidential Directive 5 (HSPD-5) that provides a consistent nationwide approach for domestic incidents.



National Warning System (NAWAS)

The federal portion of the Civil Defense Warning System used for the dissemination of warnings and other emergency information from the Federal Emergency Management Agency’s National or Regional Warning Centers to Warning Points in each state. Also used by the State Warning Points to disseminate information to local Primary Warning Points. Provides warning information to state and local jurisdictions concerning severe weather, earthquake, flooding, and other activities that affect public safety.

E. Unity of Effort through Core Capabilities

Unity of Effort is a third **NIMS** Guiding Principle added in **NIMS** 2017. **Unity of effort** means coordinating activities among various organizations to achieve common objectives. **Unity of effort** enables organizations with specific jurisdictional responsibilities to support each other while maintaining their own authorities.

F. The National Preparedness Goal: Mission Areas

The [National Preparedness Goal](#) identified five mission areas to prepare our nation and our communities for all types of disasters or emergencies.

- **Prevention.** Prevent, avoid or stop an imminent, threatened or actual act of terrorism.
- **Protection.** Protect our citizens, residents, visitors, and assets against the greatest threats and hazards in a manner that allows our interests, aspirations and way of life to thrive.
- **Mitigation.** Reduce the loss of life and property by lessening the impact of future disasters.
- **Response.** Respond quickly to save lives, protect property and the environment, and meet basic human needs in the aftermath of a catastrophic incident.
- **Recovery.** Recover through a focus on the timely restoration, strengthening and revitalization of infrastructure, housing and a sustainable economy, as well as the health, social, cultural, historic and environmental fabric of communities affected by a catastrophic incident.





The National Preparedness Goal also provided 32 [core capabilities](#) (distinct critical elements) necessary for our success. They are highly interdependent and require us to use existing preparedness networks and activities, coordinate and unify efforts, improve training and exercise programs, promote innovation, leverage and enhance our science and technology capacity, and ensure that administrative, finance, and logistics systems are in place to support these capabilities. The core capabilities serve as both preparedness tools and a means of structured implementation.

Mission Area Core Capabilities				
Prevention	Protection	Mitigation	Response	Recovery
Planning				
Public Information and Warning				
Operational Coordination				
Intelligence and Information Sharing		Community Resilience	Infrastructure Systems	
Interdiction and Disruption			Critical Transportation Environmental Response/Health and Safety Fatality Management Services Fire Management and Suppression Logistics and Supply Chain Management Mass Care Services Mass Search and Rescue Operations On-scene Security, Protection, and Law Enforcement Operational Communications Public Health, Healthcare, and Emergency Medical Services Situational Assessment	Economic Recovery
Screening, Search, and Detection				
Forensics and Attribution	Access Control and Identity Verification	Long-term Vulnerability Reduction	Housing	Natural and Cultural Resources
	Cybersecurity	Risk and Disaster Resilience Assessment		
	Physical Protective Measures	Threats and Hazards Identification		
	Risk Management for Protection Programs and Activities			
	Supply Chain Integrity and Security			

Thirty-Two (32) core capabilities (distinct activities) identified by the National Preparedness Goal

G. Common Core Capabilities

Three core capabilities: Planning, Public Information and Warning, and Operational Coordination are common in all five mission areas.

COMMON CORE CAPABILITIES
Planning
Conduct a systematic process engaging the whole community as appropriate in the development of executable strategic, operational, and/or tactical-level approaches to meet defined objectives.
Public Information and Warning
Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.



COMMON CORE CAPABILITIES
Operational Coordination
Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.

H. Common Prevention and Protection

SHARED PREVENTION & PROTECTION CORE CAPABILITIES
Intelligence and Information Sharing
Provide timely, accurate, and actionable information resulting from the planning, direction, collection, exploitation, processing, analysis, production, dissemination, evaluation, and feedback of available information concerning physical and cyber threats to the United States, its people, property, or interests; the development, proliferation, or use of WMDs; or any other matter bearing on U.S. national or homeland security by local, state, tribal, territorial, Federal, and other stakeholders. Information sharing is the ability to exchange intelligence, information, data, or knowledge among government or private sector entities, as appropriate.
Interdiction and Disruption
Delay, divert, intercept, halt, apprehend, or secure threats and/or hazards.
Screening, Search, and Detection
Identify, discover, or locate threats and/or hazards through active and passive surveillance and search procedures. This may include the use of systematic examinations and assessments, bio-surveillance, sensor technologies, or physical investigation and intelligence.

I. Prevention Mission

Prevention includes those capabilities necessary to avoid, prevent, or stop a threatened or actual act of terrorism. Unlike other mission areas, which are all-hazards by design, Prevention core capabilities are focused specifically on imminent terrorist threats, including on-going attacks or stopping imminent follow-on attacks.

PREVENTION CORE CAPABILITIES
Forensics and Attribution
Conduct forensic analysis and attribute terrorist acts (including the means and methods of terrorism) to their source, to include forensic analysis as well as attribution for an attack and for the preparation for an attack, in an effort to prevent initial or follow-on acts and/or swiftly develop counter-options.

J. Protection Mission

Protection includes the capabilities to safeguard the homeland against acts of terrorism and man-made or natural disasters. It focuses on actions to protect our people, our vital interests, and our way of life.

PROTECTION CORE CAPABILITIES
Access Control and Identity Verification
Apply and support necessary physical, technological, and cyber measures to control admittance to critical locations and systems.
Cybersecurity
Protect (and, if needed, restore) electronic communications systems, information, and services from damage, unauthorized use, and exploitation.



PROTECTION CORE CAPABILITIES
Physical Protective Measures
Implement and maintain risk-informed countermeasures and policies protecting people, borders, structures, materials, products, and systems associated with key operational activities and critical infrastructure sectors.
Risk Management for Protection Programs and Activities
Identify, assess, and prioritize risks to inform Protection activities, countermeasures, and investments.
Supply Chain Integrity and Security
Strengthen the security and resilience of the supply chain.

K. Mitigation Mission

Mitigation includes those capabilities necessary to reduce loss of life and property by lessening the impact of disasters. It is focused on the premise that individuals, the private and nonprofit sectors, communities, critical infrastructure, and the Nation as a whole are made more resilient when the consequences and impacts, the duration, and the financial and human costs to respond to and recover from adverse incidents are all reduced.

The Chelan County Emergency Management Department will prepare and maintain a Natural Hazard Mitigation Plan, coordinate with other agencies for management of specific mitigation projects, provide public information on mitigation and coordinate with Washington Emergency Management Division on mitigation issues.

All agencies and jurisdictions will develop and implement a plan to reduce or alleviate the loss of life, property, economy, and the environment from natural and human caused hazards.

Basic mitigation considerations include:

1. Removal or elimination of the hazard.
2. Reduce or limit the amount or size of the hazard
3. Segregate the hazard from that which is to be protected.
4. Establish hazard warning and communication procedures.
5. Conduct training and education, coordinate exercises, and plan maintenance.

MITIGATION CORE CAPABILITIES
Community Resilience
Enable the recognition, understanding, communication of, and planning for risk, and empower individuals and communities to make informed risk management decisions necessary to adapt to, withstand, and quickly recover from future incidents.
Long-term Vulnerability Reduction
Build and sustain resilient systems, communities, and critical infrastructure and key resources lifelines so as to reduce their vulnerability to natural, technological, and human-caused threats and hazards by lessening the likelihood, severity, and duration of the adverse consequences.
Risk and Disaster Resilience Assessment
Assess risk and disaster resilience so that decision makers, responders, and community members can take informed action to reduce their entity’s risk and increase its resilience.
Threats and Hazards Identification
Identify the threats and hazards that occur in the geographic area; determine the frequency and magnitude; and incorporate this into analysis and planning processes so as to clearly understand the needs of a community or entity.



L. Common Response and Recovery

SHARED RESPONSE & RECOVERY CORE CAPABILITY
Infrastructure Systems
Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.

M. Response Mission

Response includes those capabilities necessary to save lives, protect property and the environment, and meet basic human needs after an incident has occurred. It is focused on ensuring that the Nation is able to effectively respond to any threat or hazard, including those with cascading effects. Response emphasizes saving and sustaining lives, stabilizing the incident, rapidly meeting basic human needs, restoring basic services and technologies, restoring community functionality, providing universal accessibility, establishing a safe and secure environment, and supporting the transition to recovery.

RESPONSE CORE CAPABILITIES
Critical Transportation
Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment, and services into the affected areas.
Environmental Response/Health & Safety
Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Fatality Management Services
Provide fatality management services, including decedent remains recovery and victim identification, and work with local, state, tribal, territorial, insular area, and Federal authorities to provide mortuary processes, temporary storage or permanent internment solutions, sharing information with mass care services for the purpose of reunifying family members and caregivers with missing persons/remains, and providing counseling to the bereaved.
Fire Management & Suppression
Provide structural, wildland, and specialized firefighting capabilities to manage and suppress fires of all types, kinds, and complexities while protecting the lives, property, and environment in the affected area.
Logistics & Supply Chain Management
Deliver essential commodities, equipment, and services in support of impacted communities and survivors, to include emergency power and fuel support, as well as the coordination of access to community staples. Synchronize logistics capabilities and enable the restoration of impacted supply chains.
Mass Care Services
Provide life-sustaining and human services to the affected population, to include hydration, feeding, sheltering, temporary housing, evacuee support, reunification, and distribution of emergency supplies.
Mass Search & Rescue Operations
Deliver traditional and atypical search and rescue capabilities, including personnel, services, animals, and assets to survivors in need, with the goal of saving the greatest number of endangered lives in the shortest time possible.
On-scene Security, Protection, & Law Enforcement
Ensure a safe and secure environment through law enforcement and related security and protection operations for people and communities located within affected areas and also for response personnel engaged in lifesaving and life-sustaining operations.



RESPONSE CORE CAPABILITIES
Operational Communications
Ensure the capacity for timely communications in support of security, situational awareness, and operations, by any and all means available, among and between affected communities in the impact area and all response forces.
Public Health, Healthcare, & Emergency Medical Services
Provide lifesaving medical treatment via Emergency Medical Services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support and products to all affected populations.
Situational Assessment
Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

N. Recovery Mission

Recovery includes those capabilities necessary to assist communities affected by an incident to recover effectively. Support for recovery ensures a continuum of care for individuals to maintain and restore health, safety, independence and livelihoods, especially those who experience financial, emotional, and physical hardships. Successful recovery ensures that we emerge from any threat or hazard stronger and positioned to meet the needs of the future. Recovery capabilities support well-coordinated, transparent, and timely restoration, strengthening, and revitalization of infrastructure and housing; an economic base; health and social systems; and a revitalized cultural, historic, and environmental fabric.

The Chelan County Emergency Management Department will coordinate disaster recovery and restoration efforts to include collection, evaluation, compilation, and forwarding of reports and damage assistance requests, restoration of essential services, State, Federal and other disaster assistance programs, identify potential future mitigation measures, and conduct reviews and critiques of emergency plans and procedures

RECOVERY CORE CAPABILITIES
Economic Recovery
Return economic and business activities (including food and agriculture) to a healthy state and develop new business and employment opportunities that result in an economically viable community.
Health & Social Services
Restore and improve health and social services capabilities and networks to promote the resilience, independence, health (including behavioral health), and well-being of the whole community.
Housing
Implement housing solutions that effectively support the needs of the whole community and contribute to its sustainability and resilience.
Natural & Cultural Resources
Protect natural and cultural resources and historic properties through appropriate planning, mitigation, response, and recovery actions to preserve, conserve, rehabilitate, and restore them consistent with post-disaster community priorities and best practices and in compliance with applicable environmental and historic preservation laws and Executive orders.

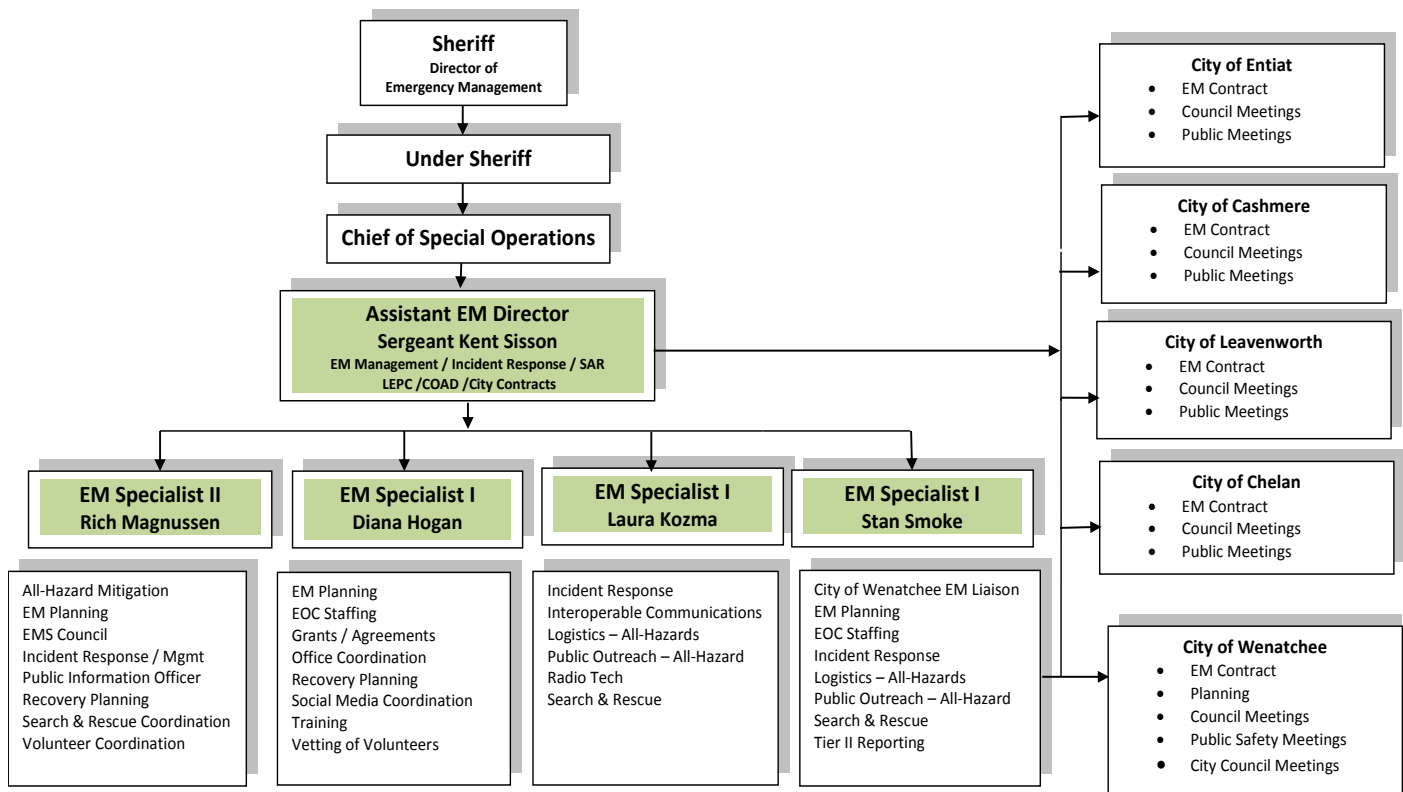


IV. Organization

The Chelan County Emergency Management Department functions under the direct supervision of the Chelan County Sheriff. The Sheriff is the Emergency Management Director, and he appoints an Assistant Director who manages the Emergency Management Office and EOC.

A. Jurisdiction Organizational Structure

Chelan County Sheriff's Office Emergency Management Division Organization Chart



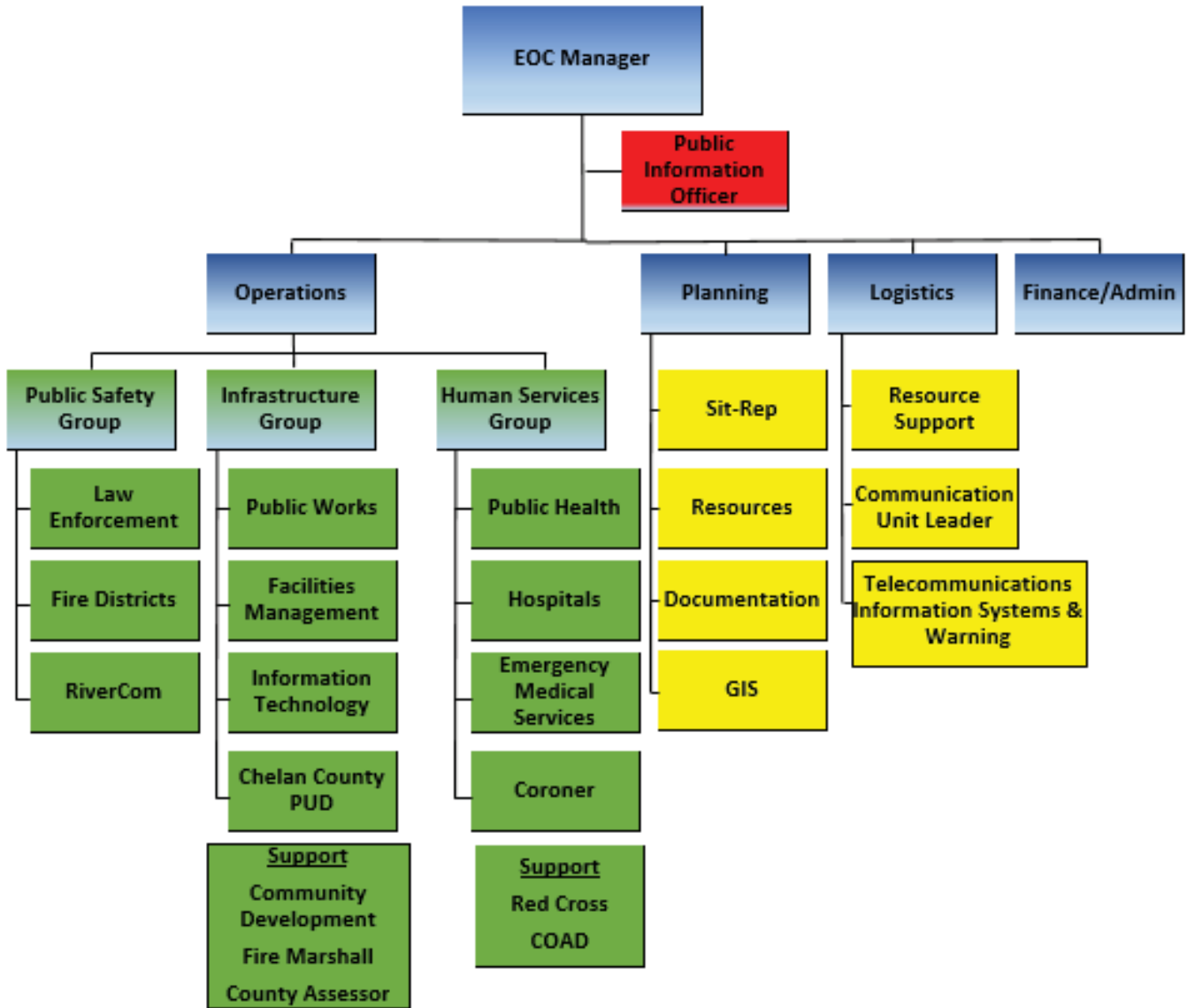
B. Emergency Organizational Structure

The 2019 Chelan County CEMP revision follows the Agency/Department-Focused Emergency Operations Plan (EOP) Format using Agency/Department annexes to describe the capabilities and limitations of each specific entity involved in an incident

Incident Command System (ICS) is used to manage the response and recovery efforts conducted under this plan. The authority of the Incident Commander (IC) is limited to those powers specifically granted by delegation of authority, statute, legislative authority or derived from the plan. Emergency response and supporting agencies and organizations fully agree to carry out their objectives in support of the incident command structure.



Chelan County Emergency Management Organization Structure



C. Emergency Operations Center

EOCs are locations where staff from multiple agencies typically come together to address imminent threats and hazards and to provide coordinated support to incident command, on-scene personnel, and/or other EOCs. EOCs may be fixed locations, temporary facilities, or virtual structures with staff participating remotely.

Primary functions of staff in EOCs, whether virtual or physical, include:

1. Collecting, analyzing, and sharing information;
2. Supporting resource needs and requests, including allocation and tracking;
3. Coordinating plans and determining current and future needs; and
4. Providing coordination and policy direction.



Agencies and departments also have operations centers. However, these organization-specific operations centers differ from multidisciplinary EOCs. Departmental Operations Center (DOC) staff coordinate their agency or department's activities.

The elected executive officials, department heads and other key officials usually operate at a location apart from Emergency Operations Center during emergency or disaster situations. Information regarding the situation will be coordinated at the Emergency Operations Center and the elected and/or senior government officials will make the policy decisions.

Bringing representatives from various stakeholder and partner organizations together in EOCs optimizes unity of effort and enables staff to share information, provide legal and policy guidance to on-scene personnel, plan for contingencies, deploy resources efficiently, and generally provide whatever support is required. The composition of EOC teams may also vary depending on the nature and complexity of the incident or situation. Regardless of which organizations are represented, all EOC teams receive oversight from elected and/or appointed officials such as governors, tribal leaders, mayors, and city managers. They typically make decisions regarding priorities and on issues such as emergency declarations, large-scale evacuations, access to extraordinary emergency funding, waivers to ordinances and regulations, and adjudication of scarce resources.

EOC Personnel and Staffing

- The need for EOC staff will expand and contract during the various phases of the disaster, with the largest commitment of personnel usually required during the response phase.
- During a major emergency or disaster, it may become necessary to support the EOC with personnel from varying departments. All Directors, Supervisors, Chiefs and other heads of departments,
- Agencies and local political subdivisions should provide personnel to support the EOC.
- Persons assigned EOC duties must be prepared to respond during emergencies.

Primary/Alternate Location

The Chelan County Emergency Operations Center is located at 206A Easy Street, Wenatchee. If the EOC is unable to operate from its primary facility an alternate will be designated based on the situation. The primary alternate is Chelan County Fire District 3 (Leavenworth), Chelan County Fire District 7 (Chelan) or Wenatchee Police Department.

D. EOC Activation Process

The Chelan County EOC is activated for various reasons based on the needs of a jurisdiction, organization, or Incident Commander; the context of a threat; the anticipation of events; or in response to an incident. Circumstances that might trigger EOC activation include:

1. More than one jurisdiction becomes involved in an incident and/or the incident involves multiple agencies;
2. The Incident Commander or Unified Command indicates an incident could expand rapidly, involve cascading effects, or require additional resources;
3. A similar incident in the past led to EOC activation;
4. The EOC director or an appointed or elected official directs that the EOC be activated;
5. An incident is imminent.
6. Threshold events described in the emergency operations plan occur; and/or
7. Significant impacts to the population are anticipated.



Upon notification of an incident, Chelan County Emergency Management will support the Incident Command and activate the necessary functions of the emergency management organization, such as emergency alerting and notifications. The Chelan County Emergency Operations Center (CCEOC) activation level is determined by the size, scope and complexity of an incident.

CCEM utilizes the standard NIMS EOC activation levels:

NIMS EOC Activation Levels	
Activation Level	Description
3 – Normal Operations	Activities that are normal for the EOC when no incident or specific risk or hazard has been identified; or an activity that can be dealt with using existing local resources or minimal mutual aid assistance, and that is short term in nature and limited in scope.
2 – Partial Activation	Certain EOC staff and departments/agencies activated to monitor a credible threat, risk, or hazard and/or to support the response to a new and potentially evolving incident; or incident activities with increasing scope, complexity and mutual aid resources.
1 – Full Activation	All EOC staff and multiple department/agencies are activated to support the response to a major incident or credible threat; or broad scope community emergencies with long term impact, representing a significant threat to life, property and/or the environment; and requiring a substantial commitment of personnel,

In the event the magnitude and complexity of the incident overwhelm or exhaust local capabilities and resources, Chelan County EM will activate the EOC, if not already activated; alert and notify the appropriate staff and officials; and implement the Comprehensive Emergency Management Plan. CCEOC will:

1. Obtain proclamation of emergency, if necessary, to activate emergency powers. Suspend normal non-essential activities, and divert local resources to augment disaster response and recovery.
2. Request support from the Washington State Emergency Operations Center (SEOC). They will evaluate local resource commitment and coordinate additional resource response.
3. In the event that the capabilities of state government are exceeded, the Governor may request federal disaster assistance. A disaster declaration by the President will be necessary in order to release certain federal aid.
4. Identify and mobilize available local, state and federal resources to restore the community to its pre-disaster state to the fullest extent possible.

Once the county's Emergency Operations Center (EOC) has been opened, all operations are to be coordinated with or reported to the EOC.

E. Deactivation Process

The EOC director deactivates EOC staff as circumstances allow, and the EOC returns to its normal operations/steady state condition. Deactivation typically occurs when the incident no longer needs the support and coordination functions provided by the EOC staff or those functions can be managed by individual organizations or by steady-state coordination mechanisms. EOC leadership may phase



deactivation depending on mission needs. EOC staff complete resource demobilization and transfer any ongoing incident support/recovery activities before deactivating.

F. Emergency Roles

Coordinating

Coordinators oversee the preparedness activities for a particular capability and coordinate with its primary and support agencies. Responsibilities of the coordinator include:

- Maintaining contact with primary and support agencies through conference calls, meetings, training activities, and exercises.
- Monitoring the progress in meeting the core capabilities it supports.
- Coordinating efforts with corresponding private sector, NGO, and Federal partners.
- Ensuring engagement in appropriate planning and preparedness activities.

Primary

Primary agencies have significant authorities, roles, resources, and capabilities for a particular function within a capability. Primary agencies are responsible for:

- Orchestrating support within their functional area for the appropriate response core capabilities and other missions.
- Notifying and requesting assistance from support agencies.
- Managing mission assignments (in Stafford Act incidents) and coordinating with support agencies, as well as appropriate state officials, operations centers, and other stakeholders.
- Coordinating resources resulting from mission assignments.
- Working with all types of organizations to maximize the use of all available resources.
- Monitoring progress in achieving core capability and other missions and providing that information as part of situational and periodic readiness or preparedness assessments.
- Planning for incident management, short-term recovery operations, and long-term recovery.
- Maintaining trained personnel to support interagency emergency response and support teams.
- Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards or to validate and improve capabilities to address changing risks.
- Promoting physical accessibility, programmatic inclusion, and effective communication for the whole community, including individuals with disabilities.

Support

Support agencies have specific capabilities or resources that support primary agencies in executing capabilities and other missions. The activities of support agencies typically include:

- Participating in planning for incident management, short-term recovery operations, long-term-recovery, and the development of supporting operational plans, standard operating procedures, checklists, or other job aids.
- Providing input to periodic readiness assessments.
- Maintaining trained personnel to support interagency emergency response and support teams.
- Identifying new equipment or capabilities required to respond to new or emerging threats and hazards, or to improve the ability to address existing threats.
- Coordinating resources resulting from response mission assignments.



MISSION AREA	P – Primary S – Support C - Coordinating	Coroner	Emergency Management	Emergency Medical Services	Facilities Maintenance	Fire Department	Hospitals	Information Technology	Law Enforcement	Public Health District	Public Utilities Department	Public Works	RiverCom
	CORE CAPABILITIES												
RESPONSE	Planning		P										
	Public Information & Warning	S	P	S			S	S	S	P	P	S	S
	Operational Coordination	S	P	S	S	P	P	S	P	P	S	S	S
	Infrastructure Systems		S	S	P	S	S	S	S	S	P	P	S
	Critical Transportation		S	S		S	S		P		S	P	
	Environmental Response/Health & Safety		S	S		S	S		S	P	S	S	
	Fatality Management Services	P	S	S			S		S				
	Fire Management & Suppression					P							
	Logistics & Supply Chain Management		P	S			S			S	S		
	Mass Care Services		P				S			S			
	Mass Search & Rescue Operations		P			S							
	On-scene Security, Protection, & Law Enforcement								P				
	Operational Communications		S	S		S	S	P	P		P		P
	Public Health, Healthcare, & EMS			P		S	P			P			
	Situational Assessment	S	P	S	S	S	S	S	S	P	P	S	S



V. Responsibilities

The goal is to work together, reviewing plans, agreements, and operational initiatives to ensure the whole community can build, sustain, and improve their capability to prepare for, protect against, respond to, recover from, and mitigate all hazards.

A. Elected/Appointed Officials

<p>All Mission Areas</p>	<p>Jurisdictional chief executives are responsible for the public safety and welfare of the people of their jurisdiction. These officials provide strategic guidance and resources across all five mission areas. Chief elected, or appointed, officials must have a clear understanding of their emergency management roles and responsibilities and how to apply the response core capabilities to make decisions regarding resources and operations during an incident, as needed. Lives may depend on their decisions. Elected and appointed officials also routinely shape or modify laws, policies, and budgets to aid preparedness efforts and improve emergency management and response capabilities.</p> <p>Emergency Management: Ultimately responsible for the emergency management program and organization and to provide overall direction in the development of emergency mitigation, preparedness, response and recovery programs. Chelan County has appointed the Sheriff to head the Emergency Management Office and he in turn has appointed an Assistant Director. Cities within Chelan County (Wenatchee, Cashmere, Leavenworth, Entiat, and Chelan) have contracted with Chelan County for Emergency Management Services.</p> <p>Chair of Board of County Commissioners / City Mayors: Shall act as the single point of contact, for the legislative body of their jurisdiction, for emergency policy decisions.</p> <p>Local government resources: Ensure that all available local government resources are utilized to the maximum extent possible.</p> <p>The EMD Director is responsible to the executive heads of government for carrying out the program for emergency management for the county.</p>
<p>Prevention</p>	<p>May routinely shape or modify laws, policies, and budgets to aid prevention (and general preparedness) efforts.</p>
<p>Protection</p>	<ul style="list-style-type: none"> • May routinely shape or modify laws, policies, and budgets to aid protection (and general preparedness) efforts. • Establish policy and procedures for the municipality's chain of command and succession of authority.
<p>Mitigation</p>	<p>May routinely shape or modify laws, policies, and budgets to aid mitigation efforts.</p>
<p>Response</p>	<p><i>Chief executives' response duties may include:</i></p> <ul style="list-style-type: none"> • <i>Obtaining assistance from other governmental agencies;</i> • <i>Providing direction for response activities; and</i> • <i>Ensuring appropriate information is provided to the public</i> • <i>Proclamation of Emergency: Activation of the appropriate parts of this plan, and certain emergency powers, by proclamation of emergency. A proclamation of emergency must be made by the local legislative authority to request state or federal assistance.</i>



	<ul style="list-style-type: none"> • <i>Emergency expenditures: Authorize expenditure of funds necessary to combat the disaster, protect health and safety of persons and property, and provide assistance to disaster victims, as appropriate.</i> • <i>Prioritizing emergency resources: Policy level decisions involving the acquisition and distribution of food and water, supplies, equipment and other material when critical shortages exist or are anticipated.</i> • <i>Impressment of citizens: Command the services and equipment of private citizens as necessary in response to the disaster after proclamation by the governor.</i> • <i>The responsibility for leadership and operations during emergency situations is vested in the executive heads of government.</i> • <i>Provide liaison to mayors, other county commissioners or to the Governor in emergency or disaster related matters.</i> • <i>Request state assistance from either the Governor or other appropriate state agencies.</i> • <i>Issue, amend, or rescind necessary orders, rules and regulations to carry out emergency management operations.</i>
Recovery	<i>Has the authority to appoint local recovery leadership that they select or that is selected by a designated recovery management organization</i>

B. Local Government Agencies/Departments

All Mission Areas	<p>Local governments provide leadership for services such as law enforcement, fire, public safety, environmental response, public health, emergency management, emergency medical services, and public works for all manner of threats, hazards, and emergencies. Local governments are responsible for ensuring all citizens receive timely information in a variety of accessible formats. Department and agency heads collaborate with the emergency manager during the development of local emergency plans and provide key response resources. Participation in the planning process helps to ensure that specific capabilities are integrated into a workable plan to safeguard the community. These department and agency heads (and their staff) develop, plan, and train on internal policies and procedures to meet response needs safely. They also participate in interagency training and exercises to develop and maintain necessary capabilities.</p> <p>In carrying out the provisions of the emergency management program, the legislative authority of the political subdivisions of the state are responsible for utilizing the services, equipment, supplies and facilities of existing departments; and the personnel of such departments are directed to cooperate with the emergency management organization upon request (RCW 38.52.110).</p> <p>Incident command agencies. These agencies have established day-to-day responsibility for specific services within a specific jurisdiction (fire districts and departments, law enforcement agencies, public works departments, etc.). They are also responsible for providing trained incident commanders and staff when required, responsible for management of the emergency response and recovery according to the plan and responsible for establishing direction and control facilities at the incident.</p> <p>Participating agencies and organizations. Responsible for providing necessary staff in time of emergency, participating in training and exercises, providing</p>
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	<p>representatives to incident management as a point of contact during emergencies, and committing agency workers, equipment and resources to the cooperative effort.</p> <p>Heads of departments, augmented by trained reserves and volunteers, perform emergency functions as stated in this plan.</p> <p>Departments will retain their identity and autonomy during disaster operations. When agencies assist each other, personnel will remain under the supervision of their own agency. They will receive mission assignments from the using agency.</p> <p>Departments not having an assigned emergency mission will carry out such duties as may be directed by the executive heads of government.</p> <p>Local agencies and organizations should develop and implement procedures to carry out their responsibilities as outlined in the plan. Lines of authority should be identified and documents for the continuity of government should be protected. Individuals with responsibilities during assessment and mitigation, preparedness, response, and recovery phases should be identified and aware of their emergency responsibilities.</p> <p>Prepare a plan to provide essential government services during a disaster. Include establishing essential government services at another location should current facilities be unusable.</p> <p>Identify key personnel to staff organization during emergency situations.</p> <p>Develop and maintain a chain of command and authority to ensure continued operations in the event key personnel are not available.</p> <p>All departments, agencies, and participating organizations will assign personnel to be responsible for documentation of disaster activities and costs and to utilize effective administrative methods to keep accurate detailed records distinguishing incident operational activities and expenditures from day to day activities and expenditures.</p> <p>All agencies in all jurisdictions are responsible to:</p> <ul style="list-style-type: none"> • Identify and train personnel to implement the public information responsibilities outlined in the CEMP. • Participate in programs to educate the public about hazards caused by emergencies or disasters, and actions people may be asked to take to protect themselves, their property, and the environment. • Advise county agencies and jurisdictions of emergency management PIO training that is available.
Prevention	<p>Coordinate prevention resources and capabilities with neighboring jurisdictions, the state, and the private and nonprofit sectors</p>
Protection	<p>Promote:</p> <ul style="list-style-type: none"> • Coordination of ongoing protection plans; • Implementation of core capabilities; and • Engagement and information sharing with private sector entities, infrastructure owners and operators, and other jurisdictions and regional entities <p>Address unique geographical protection issues, transborder concerns, dependencies and interdependencies among agencies and enterprises, and the establishment of agreements for cross-jurisdictional and public-private coordination</p>



	<p>Local law enforcement agencies are responsible for the protection of life and property, the preservation of peace, the prevention of crime, and the arrest of violators of the law</p> <p>These agencies respond to incidents, conduct criminal investigations, collect criminal intelligence, and collaborate with other law enforcement agencies to resolve crime; and</p> <p>They engage in community, private industry, and interagency partnerships to identify and prevent criminal acts, including terrorism and transnational threats</p>
<p>Mitigation</p>	<p>Lead pre-disaster recovery and mitigation planning efforts</p> <ul style="list-style-type: none"> • Provide a better understanding of local vulnerabilities as they relate to risk reduction activities; • Actions to reduce long-term vulnerability are applied in both the pre-disaster planning and the post-disaster recovery activities of the jurisdiction; and • Improve resiliency by preparing for recovery and integrating mitigation policies into the recovery phase to ensure opportunities are not lost for risk reduction during rebuilding <p>Assist in making the connection between community resilience priorities and private sector development, most often addressed directly at the local level</p> <p>Prepare and maintain a safe workplace. Conduct hazard surveys and eliminate or mitigate hazards. Review workplaces and take action to mitigate the effects of disasters.</p>
<p>Response</p>	<p>Prepare for and manage the response and recovery of the community</p> <p>Volunteers and Donations: Volunteers and donors support response efforts in many ways, and governments at all levels must plan to incorporate volunteers and donated resources into response activities</p> <p>Local agencies and organizations should:</p> <ul style="list-style-type: none"> • Establish response strategies and actions to save lives, reduce injury, minimize property and resource damage, and protect the environment. • Follow established response procedures for: <ul style="list-style-type: none"> ○ Processing emergency call information. ○ Activation and implementation of their plans. ○ Mobilization or demobilization of services. ○ Establishing an Incident Command System and organization. • Prepare and coordinate public information resource material that might be needed by their agency during an emergency. • Maintain on-scene procedures for: <ul style="list-style-type: none"> ○ Control of access to the area affected by the disaster. ○ Identification of personnel engaged in incident activities. ○ Accountability of personnel engaged in the incident. ○ Document all emergency response activities and actions.
<p>Recovery</p>	<p>Primary role of planning and managing all aspects of a community's recovery post-disaster</p> <ul style="list-style-type: none"> • Focus on business retention and the redevelopment of housing units that are damaged or destroyed; repairing and rebuilding presents an opportunity to promote and integrate mitigation measures into recovery rebuilding strategies and plans;



	<ul style="list-style-type: none"> • Find opportunities to share information with the public on the status of recovery efforts to maintain community coordination and focus; and • Document progress made towards objectives and best practices for use in future incidents <p>Take the lead in ensuring that recovery needs assessment and planning processes are inclusive and accessible, often by establishing local recovery structures that address overall coordination, sectors impacted, and survivor services</p> <p>Local agencies and organizations should address the following issues:</p> <ul style="list-style-type: none"> • Organization and staffing for continuity of government. • Essential records recovery and restoration. • Restoration of utility and other essential services. • Record keeping and documentation of disaster related expenditures. • Debris and waste removal and disposal. • Inspection and evaluation of facilities. • Internal review of plans, procedures and emergency related activities.
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C. Regional Organizations

All Mission Areas	<p>Regional organizations provide coordination and support for planning, training, and exercise services regarding functional areas (e.g., public safety, hazardous materials/environmental response, public health, emergency medical services, etc.) for all manner of threats, hazards, and emergencies. Regional organizations are responsible for collaborating and coordinating with emergency management during the development of local emergency plans and identifying key response capabilities. Participation in the planning process helps to ensure that specific capabilities are integrated into a workable plan to safeguard each community. These regional organizations (and their staff) coordinate, plan, and train to meet response needs safely. They also participate in interagency training and exercises to develop and maintain necessary capabilities.</p>
Prevention	<p>Coordinate prevention resources and capabilities with neighboring jurisdictions, the state, and the private and nonprofit sectors</p>
Protection	<ul style="list-style-type: none"> • Promote: <ul style="list-style-type: none"> ○ Coordination of ongoing protection plans; ○ Implementation of core capabilities; and ○ Engagement and information sharing with private sector entities, infrastructure owners and operators, and other jurisdictions and regional entities • Address unique geographical protection issues, trans-border concerns, dependencies and interdependencies among agencies and enterprises, and the establishment of agreements for cross-jurisdictional and public-private coordination. • They engage in community, private industry, and interagency partnerships to identify and prevent criminal acts, including terrorism
Mitigation	<ul style="list-style-type: none"> • Support local jurisdictions in pre-disaster recovery and mitigation planning efforts • As able, promote and implement mitigation activities without necessarily holding a formal position of authority within a jurisdiction



	<ul style="list-style-type: none"> • May provide training and education to jurisdictions or communities, including how-to guides
Response	Participate and/or support with local jurisdictions in preparation for and manage the response and recovery of the communities
Recovery	<ul style="list-style-type: none"> • Support role of planning and advising functional aspects of a community's recovery post-disaster • May provide experience and subject matter expertise to local jurisdictions and Yakima County agencies in ensuring that recovery needs assessment and planning processes are inclusive and accessible. • In addition to collaborating on disaster planning with recovery partners, it is beneficial for regional organizations to develop their own plans for how they will support disaster recovery efforts.

D. Private Sector

All Mission Areas	Private sector entities operate in all sectors of business, commerce, private universities, and industry that support the operation, security, and resilience of global trade systems. Owners and operators of private sector entities and infrastructure should maintain situational awareness and take actions on a continuous basis to promote and build capabilities.
Prevention	Maintain situational awareness of the current threat environment, including potential terrorism-related activities; this awareness allows private sector entities to assist in preventing terrorism by identifying and reporting potential terrorism-related activity to law enforcement
Protection	<p>Both private and public sector infrastructure develop and implement:</p> <ul style="list-style-type: none"> • Risk-based protective programs; • Resilience strategies for infrastructure; and • Related information and operations under their control <p>Make investments in security and resilience as necessary components of prudent day-to-day business and continuity of operations planning</p> <p>Work together and with public sector entities through established sector coordination bodies established under relevant legal authorities to share information and jointly address public risks</p>
Mitigation	<p>Mitigation is a sound business practice that reduces disaster losses and quickens restoration of normal operations. Private sector investments in continuity and vulnerability reduction have broad benefits. Private sector entities are essential to improving resilience through planning and long-term vulnerability reduction efforts and the development of regulatory measures that address and manage risks across infrastructure sectors. A more resilient private sector strengthens community resilience by helping to sustain economic vitality and ensuring the delivery of goods and services in the aftermath of a disaster. Among numerous activities that promote and implement the mitigation core capabilities, businesses:</p> <ul style="list-style-type: none"> • Analyze and manage their own risks; • Volunteer time and services; • Operate business emergency operations centers; • Help protect America's infrastructure; and



	<ul style="list-style-type: none"> Promote the return on investment realized from increased resilience, developed continuity of operations plans, and reduced vulnerability
Response	<p>Provide for the welfare of their employees in the workplace</p> <p>Should have a direct link to emergency managers and, in some cases, be involved in the decision-making process</p> <p>Critical infrastructure—such as privately-owned transportation and transit, telecommunications, utilities, financial institutions, hospitals, and other health regulated facilities—should have effective business continuity plans</p> <ul style="list-style-type: none"> Unique private sector organizations, including critical infrastructure and regulated entities, may require additional efforts to promote resilience <p>Certain regulated facilities or hazardous operations may be legally responsible for preparing for and preventing incidents and responding when an incident occurs</p> <p>Participate in state and local preparedness activities by providing resources (donated or compensated) through local public-private emergency plans, or mutual aid and assistance agreements, or in response to requests from government and nongovernmental-volunteer initiatives</p>
Recovery	<p>Participate in coordination opportunities during pre-disaster planning processes</p> <p>Maintain communication with the recovery officials about the status of operations and supply chains, as well as restoration challenges and timelines</p> <p>Businesses that plan for disruption are less likely to go out of business after an incident than those that do not</p> <ul style="list-style-type: none"> Develop continuity plans that include actionable, effective, and accessible internal communication processes and protocols to convey critical information <p>May provide volunteers, leaders, technical assistance, commodities, and facilities to support the recovery effort</p>

E. Nongovernmental/Volunteer and Community Organizations

All Mission Areas	<p>Nongovernmental Organizations include voluntary, racial and ethnic, faith-based, veteran-based, and nonprofit organizations that provide sheltering, emergency food supplies, and other essential support services. Communities are groups that share goals, values, and institutions. They are not always bound by geographic boundaries or political divisions. Instead, they may be faith-based organizations, neighborhood partnerships, advocacy groups, academia, social and community groups, and associations. All these groups bring people together in different ways for different reasons, but each provides opportunities for sharing information and promoting collective action by fostering the development and organizational capacity to act toward a common goal. Communities may be the most effective actors to take specific action to manage and reduce their specific risks.</p>
Prevention	<p>May possess the knowledge and understanding of the threats they face and have the capacity to alert authorities of potential terrorism-related information and/or suspicious activities</p> <p>Support terrorism prevention activities through information sharing by identifying and reporting potential terrorism-related information to law enforcement</p>



Protection	<p>Understand the threats and hazards in their locales</p> <p>Promote, implement, and deliver core capabilities within the Protection mission by:</p> <ul style="list-style-type: none"> • Sharing information; • Establishing protection standards of practice; and • Advocate for, or assistance providers to, the entire range of community members by helping communities, individuals, and households to receive that protection information and resources <p>Central role in the development of Protection plans and in identifying and implementing solutions to Protection challenges</p> <ul style="list-style-type: none"> • As risks transect geographical and jurisdictional boundaries, communities are essential partners for understanding how to manage complex Protection issues across multiple spheres of responsibility
Mitigation	<p>Represent communities and many groups in mitigation policy discussions</p> <p>Apply a localized understanding of risks to effective planning</p> <ul style="list-style-type: none"> • Identify strategic mitigation options <p>As able, promote and implement mitigation activities without necessarily holding a formal position of authority within a jurisdiction</p> <p>May provide training and education to communities, including how-to guides</p>
Response	<p>Possess the knowledge and understanding of the vital roles for delivering important services; some are officially designated as support elements to national response capabilities:</p> <ul style="list-style-type: none"> • The American Red Cross: the American Red Cross is chartered by Congress to provide relief to survivors of disasters and help people prevent, prepare for, and respond to emergencies. Red Cross has a legal status of “a federal instrumentality” and maintains a special relationship with the Federal Government. • COAD (Community Organizations Active in Disaster) The goal of the Chelan/Douglas County COAD is to bring together a broad array of community organizations to build working relationships by promoting preparedness, communications and collaboration to support jurisdictions affected by disasters • The Chelan County Volunteer Search and Rescue (CCVSAR) is a volunteer public safety organization that responds to support a wide variety of emergencies and disasters.
Recovery	<p>Play a critical role in the implementation of an inclusive, locally led recovery organization and planning process</p> <p>Some NGOs play a critical role in meeting disaster-caused unmet needs of disaster survivors</p> <p>May provide experience and subject matter expertise greatly assisting with the management of money, manpower, and materials to meet recovery needs and obligations that otherwise are not funded by government programs.</p>



F. Individual Community Members

<p>All Mission Areas</p>	<p>Although not formally part of emergency management operations, individuals, families, and households play an important role in emergency preparedness; each can be better prepared in the immediate aftermath of a disaster if they:</p> <p>Build an emergency kit that includes food, water, battery powered communication devices, and other essential needs</p> <p>Prepare emergency plans, with family members who have access and functional needs, to addresses evacuation, sheltering-in-place, and sheltering needs; include medical needs; provisions for their animals, including household pets or service and assistance animals; prepare for the essential needs of their children and ensure children know the family emergency plan</p> <p>Contribute to the preparedness and resilience of their households and communities by volunteering with emergency organizations and completing emergency response training courses</p> <p>Safe, secure, and prepared individuals, families, and households are often less dependent on response services, which, in turn, places fewer responders in hazardous response situations. Those who prepare will reduce their personal stress, be able to reach out to others in need of assistance and be better positioned to actively contribute to post-disaster response and recovery efforts.</p>
<p>Prevention</p>	<p>Identify and report potential terrorism-related activity to law enforcement</p> <ul style="list-style-type: none"> • Individual vigilance and awareness help communities remain safer and bolster prevention efforts
<p>Protection</p>	<p>Understand the threats and hazards in their locales</p> <ul style="list-style-type: none"> • Acquire an awareness of potential threats and hazards through sources such as news outlets, local emergency management agencies, public information and warning systems, community education campaigns, and information-sharing mechanisms <ul style="list-style-type: none"> ○ Take risk-informed protective actions based on this knowledge
<p>Mitigation</p>	<p>Mitigation begins with individual awareness and action; informed decisions facilitate actions that reduce risk and enable individuals, families, and households to better withstand, absorb, or adapt to the impacts of threats and hazards and quickly recover from future incidents. Homeowners who have adequate hazard and flood insurance coverage and take steps to protect their property from hazards common to their area, reduce the impacts of an incident and are less reliant on external assistance to repair or rebuild their homes.</p> <p>Stay aware of and participate in disaster preparedness efforts in their community</p> <p>Become aware of planning efforts regarding floodplain management, building codes, and land use and environmental regulations</p> <p>Take actions and the basic steps to prepare themselves for emergencies</p> <ul style="list-style-type: none"> • Reduce hazards in and around their homes through efforts such as raising utilities above flood level or securing unanchored objects against the threat of high winds
<p>Response</p>	<p>Prepare to take care of themselves and their neighbors until assistance arrives</p> <ul style="list-style-type: none"> • Preparedness should account for a minimum of three days (72 hours)



	<ul style="list-style-type: none"> • Due to the unique catastrophic hazard profile in the State of Washington, EMD recommends striving to prepare for 14 days <p>Monitor emergency communications and follow guidance and instructions provided by local authorities</p>
Recovery	<p>After suffering losses, survivors can:</p> <ul style="list-style-type: none"> • Maximize any benefits from insurance coverage; • Pursue additional funding through any available personal or loan-based resources; • Apply for local, regional/metropolitan, state, tribal, territorial, insular area, or Federal program assistance that may be available <ul style="list-style-type: none"> ○ After applying, survivors should: <ul style="list-style-type: none"> ▪ Ensure they follow up on agency requests; ▪ Gain full understanding of program processes; and ▪ Express any unmet needs <p>Get involved in their community’s recovery activities, including providing input in the post-disaster recovery planning process</p>

VI. Communications

Leadership, at the incident level and in EOCs, facilitates communication through the development and use of a common communications plan, interoperable communications processes, and systems that include voice and data links. Integrated communications provide and maintain contact among and between incident resources, enable connectivity between various levels of government, achieve situational awareness, and facilitate information sharing. Planning, both in advance of and during an incident, addresses equipment, systems, and protocols necessary to achieve integrated voice and data communications.

The principles of communications and information management, which support incident managers in maintaining a constant flow of information during an incident, are (1) Interoperability; (2) Reliability, Scalability, and Portability; (3) Resilience and Redundancy; and (4) Security. Information and intelligence management includes identifying essential elements of information (EEI) to ensure personnel gather the most accurate and appropriate data, translate it into useful information, and communicate it with appropriate personnel.

A. Interoperable Communications Plans

a. Federal

National Emergency Communications Plan (NECP)

The NECP is the Nation’s strategic plan for emergency communications that promotes communication and sharing of information across all levels of government, jurisdictions, disciplines, and organizations for all threats and hazards, as needed and when authorized.



b. State

The Alert and Warning Center (AWC)

The AWC is a function of the State Emergency Operations Center (SEOC) which provides 24-hour, 7 days a week coverage for notifications, alerts, and warnings of emergency events and incidents affecting Washington State. The AWC provides continuous situational monitoring during non-emergency periods as well as in times of disaster and emergency. Federal, state, local and tribal officials are then responsible for further dissemination or action as needed.

Information Management Systems

Washington State maintains information management systems, such as WebEOC, to manage disasters and emergencies and to support and increase public safety information sharing.

The system is used as a gateway to share information and provide communications among county/city EOCs, the SEOC and state, federal, and local public safety entities. This information sharing allows authorized users to make informed decisions regarding public safety operations during disasters or emergencies and supports statewide collaboration.

State Radio Amateur Civil Emergency Services (RACES) Plan

The purpose of this plan is to provide guidance, establish responsibility, and ensure coordinated operations between State of Washington government officials (state/local) and the RACES organizations during times when there are extraordinary threats to the safety of life and/or property. This plan enables agencies and organizations having emergency responsibilities to include the RACES organizations in local emergency plans and programs.

State Telecommunications Service Priority (TSP) Planning Guidance

The purpose of this planning guide is to describe the State of Washington's policy and procedures for the Telecommunications Service Priority (TSP) system. It summarizes the legal and regulatory basis and procedures for all non-federal government agencies in Washington. It will aid potential users in determining eligibility for TSP and outlines the procedures for submitting TSP applications in Washington.

Statewide Communications Interoperability Plan (SCIP)

The purpose of the Washington SCIP is to: 1) provide the strategic direction and alignment for those responsible for interoperable and emergency communications at the State, regional, local, and tribal levels, and 2), explain to leadership and elected officials the vision for interoperable and emergency communications and demonstrate the need for funding.

Washington Statewide AMBER Alert Plan

A program of voluntary cooperation between broadcasters, cable systems, and local and state law enforcement agencies to enhance the public's ability to assist in recovering abducted children. AMBER Alert notification is supported by the AMBER Alert Web Portal (Portal) and the Emergency Alert System (EAS). The Federal Communications Commission has authorized activation of the EAS for AMBER Alerts using the "child abduction emergency" code.

Appendix: Communicating with Limited English Proficient Populations; Washington State CEMP - ESF 15



This appendix describes how Emergency Support Function 15 External Affairs will communicate state-level vital information to individuals with Limited English Proficiency (LEP) during emergencies and disasters impacting the State of Washington.

c. Regional

The RiverCom 911 Dispatch is the designated Public Safety Answering Point (PSAP) for Chelan and Douglas Counties. It maintains 24-hour emergency alerting and communications capability for receiving, coordinating and disseminating emergency information.

RiverCom may serve as an alternate Emergency Operations Center. RiverCom maintains Chelan and Douglas County's two-way radio equipment with dispatch consoles for Fire, Law and EMS for both counties. RiverCom's dispatch center has telephones, EAS (Emergency Alert System), Alertsense Notification System, and NAWAS (National Warning System). RiverCom is backed up by emergency power generation with a 14 day capability. The generators are tested regularly. RiverCom also maintains many linked repeater sites that have 5 days generator backup by propane.

In the event a situation causes an outage of the RiverCom 911 communications center, backup communications and dispatch has been installed at Wenatchee Valley College, which includes a landline, cell phone cache, and two-way radios systems with generator back up.

B. Community Communications Plans

Chelan County Sheriff's Office Emergency Operations Center (206A Easy St., Wenatchee, WA)

In a major disaster situation, the Chelan County Emergency Operations Center has a 24-hour emergency alerting and communications capability for contacting response personnel. Communications resources and their backup capabilities include two way public agency radio networks; amateur radio VHF, HF and Winlink (email over radio); Chelan PUD radio; ACCESS (A Central Computerized Enforcement Service System); NAWAS (National Warning Alert System) telephone system; CEMNET (WA Comprehensive Emergency Management Network -radio communications to WA ST EMD); VOIP telephone; cellular phone; satellite telephone; and a cache of GETS cards available in the event of an overload of the telephone system.

CCSO EM also has a cache of two-way handheld radios that are programmed identically to patrol radios; including all county frequencies, state mutual aid, federal mutual aid and neighboring county frequencies.

Base radios at CCSO offices have 100 watt base radios in current use; located at: Chelan, Leavenworth, Cashmere, and Wenatchee CCSO (2).

Chelan County Mobile operations

CCSO EM Mobile Command Trailer-Search and Rescue Trailer: Trailer equipped with (2) 50 watt two-way public agency radios on whip antennas, and a mast antenna; a cache of Family Radio Service radios; along with response gear for Search and Rescue.

CCVSAR Mobile Command Post-(Chelan County Volunteer Search and Rescue MCP): 4 wheel drive F350 capable of going most locations in the county; communications equipment includes multiple 100 watt two-way public agency radios on whip antennas or mast antenna; amateur radio VHF, UHF Digital DMR radio, WiFi, APRS (vehicle tracking and messaging), WinLink (email over radio), Cell phone booster, and 3



computer systems supporting mapping and documentation. Powered by shore power, battery bank or 4KW generator. Includes a cache of GPS, portable radios, and other SAR gear.

ARES/RACES Team: *The Chelan-Douglas Amateur Radio Emergency Services/Radio Amateur Civil Emergency Services team currently includes 13 members all fully capable of deploying VHF and HF communications; utilizing portable handhelds, mobile radios and portable base stations. Pre-determined locations include Fire Stations around the county and Red Cross shelters. These members are also able to staff the Central Washington Hospital and Wenatchee Valley Clinic hospital Amateur Radios.*

Portable base radios-multiple 50 watt and 100 watt transportable two-way public agency mobile base radios that can be deployed to locations.

Portable repeaters- (1) 5 watt Bendex King portable repeater with solar panels programmed to channel SAR RPT, and (1) 100 watt Codan portable repeater with battery and solar panel programmed to channel TAC CP; deployable to hill/mountain tops to greater area coverage, or where a repeater has been damaged.

C. Access and Functional Needs Communications

The “whole community” includes people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), people with Limited English Proficiency (LEP), and culturally diverse populations.

Executive Order 13407 requires the Federal Emergency Management Agency (FEMA) to “include in the public alert and warning system the capability to alert and warn all Americans, including those with disabilities.” During a disaster, communication becomes especially critical.

Chelan and Douglas County public safety organizations have several communication tools that are used to ensure equal access to communication assistance and services. The RiverCom Inter-local Cooperative Agreement with Chelan County, Douglas County, and the Cities of Wenatchee and East Wenatchee provides the legal foundation for emergency dispatch and communication services throughout the counties.

The RiverCom 911 Dispatch Center provides the first line of contact with the public that call for public safety services. RiverCom utilizes a 24/7 on-demand interpreting service (Language Line Solutions) when receiving emergency calls to deal with language access issues.

RiverCom and both counties subscribe to the Alert Sense Notification System that is used to send out emergency alerts and notifications in both English and Spanish. The WEAS messaging platform allows text-like alerts and notifications to be sent to the public via cell phones and other wireless devices. WEAS use a unique signal and vibration to attract attention, which can be helpful to individuals with hearing or vision loss.

Since redundancy is essential in sending out rapid and effective life safety notifications, the websites and social media pages of multiple public safety agencies will be actively operational with current information on an incident. Door-to-door notifications are also an important redundancy that can target AFN and LEP populations.

Another important tool is the Chelan/Douglas regional Vulnerable Person’s Registry database that is accessed by the Chelan County Sheriff’s office through RiverCom Dispatch to provide Law Enforcement with quick access to critical information so deputies can respond to a specific residence and provide effective assistance to a registrant. The database information provides deputies and emergency managers with important information to provide on-site communications and determine the resources needed to



provide for the special needs of children; individuals with disabilities, access, and functional needs; and household pets and service animals throughout the life of an incident.

Public safety information and outreach through website, social media and community event efforts of Chelan County Emergency Management and collaborative efforts with many other local public safety agencies provide continuous promotion of the registry programs of the Alert Sense Notification System and the Vulnerable Persons Registry

D. Limited-English Proficiency (LEP) Communications Plan

WA State RCW 38.52.070 (2017) was revised to address the obligation of emergency management agencies to develop communication plans that provide emergency notifications of vital information and services to Limited English Proficiency (LEP) populations during emergencies and disasters.

The Chelan County LEP Plan has identified Hispanic or Latino as a significant population segment for Chelan County (27.7%, 2015 Census Data). According to the WA State OFM, Spanish is the primary language of 38.11% of all students in the county. The fruit agriculture industry in Chelan County also has a seasonal influx of Spanish speaking employees that is estimated at 75-85% in fruit packing warehouses and 90-95% in migrant worker camps and housing.

Chelan County Emergency Management uses multiple methods of conducting alerting and notifications in both English and Spanish. The "Alert Sense Notification System" is a web-based mass notification system used to supply emergency alerts, notifications, and other critical information to government agencies and the general public in times of disasters and emergencies. It has a wireless emergency alerting (WEAS) capability based on the national integrated public alert and warning system (IPAWS). The Alert Sense Notification System is usually activated by the RiverCom 911 Dispatch Center, but can also be activated by Chelan County Emergency Management.

Emergency alerts and notifications can also be made through the reverse 911 system or the Emergency Alert System (EAS). Door-to-door notifications are used during level 2 and level 3 evacuations, whenever possible, and to provide assistance for special needs populations. Chelan County also uses social media platforms (Facebook and Twitter) to post alerts, notifications and updates to active emergencies.

Several technological challenges repeatedly limit the effectiveness of public alerts and notifications in Chelan County:

- The success of WEAS or IPAWS messaging is often based on the number of cellular towers communicating with each other in a specific area. In rural locations where only one or two cellular towers reach into the affected location, the messaging can bleed over to unaffected areas or may not reach affected residents.
- WEAS messaging is currently limited in the characters per message, which also limits the clarity and effectiveness of the information being sent.
- Presently, phone carriers are not required to send out notifications in secondary language. (Need Federal mandate)
- Alert Sense has not activated their second language (Spanish) capabilities and previously promised.
- State does not have 24 hr. interpretation available through State EMD.
- Locally, there are delays in getting a certified translator, so the first translation is through google translate.
- Local Spanish radio stations are not staffed 24 hours a day so cannot always be used to get notifications and messages sent



VII. Administration

The Governor, Washington Military Department, Emergency Management Division (EMD), and other governmental officials require information concerning the nature, magnitude, and impact of a disaster or emergency. This information allows for evaluating and providing the most efficient and appropriate distribution of resources and services during the response to and recovery from a disaster or emergency. State agencies, local jurisdictions, and other organizations provide these reports including, but are not limited to:

1. Situation Reports;
2. Requests for Proclamations of Emergency;
3. Requests for Assistance;
4. Costs/Expenditures Reports;
5. Damage Assessment Reports; and/or
6. After Action Reports.

A. Documentation

Records will be kept in such a manner to separately identify incident related expenditures and obligations from general programs and activities of local jurisdictions or organizations. Complete and accurate records are necessary to document requests for assistance, for reimbursement under approved applications pertaining to declared emergencies or major disasters, and for audit reports. Records are necessary:

1. To document requests for assistance.
2. For reimbursement under approved applications pertaining to declared emergencies or major disasters.
3. For audit reports. Records need to include:
 - a. Work that is performed by force account. (Local Agency)
 - Appropriate extracts from payrolls, with any cross-reference needed to locate original documents.
 - A schedule of equipment used on the job.
 - Invoices, warrants, and checks issued and paid for materials and supplies used on the job.
 - b. There are two types of contract work:
 - Time and material contracts. This type needs a schedule of equipment, labor rates, and material prices.
 - Small works or advertised contracts. This type requires plan specification, engineer estimate, bid tabulations, possibly proof of advertisement, concurrence from FEMA in award, certified payrolls, and ledger of payments to contractor.

B. Retention

Jurisdictions and organizations with emergency management responsibilities are required to establish, maintain, and protect vital records under a record retention program as defined in RCW 40.10.010. Records include, but are not limited to, files of directives and forms.

C. Preservation

Local government offices may coordinate the protection of their essential records with the state archivist as necessary to provide continuity of government under emergency conditions pursuant to RCW 40.10.010.



VIII. Finance

Local jurisdictions requesting assistance should assume the resources requested will need to be paid out of local funding. Local jurisdictions may incur disaster-related obligations and expenditures in accordance with the provisions of RCW 38.52.070(2), applicable state statutes and local codes, charters, and ordinances, which may include but are not limited to the following:

1. Emergency expenditures for cities with populations less than 300,000. RCW 35.33.081.
2. Emergency expenditures for towns and cities with an ordinance providing for a biennial budget. RCW 35.33.081.
3. Emergency expenditures for code cities. RCW 35A.33.080 and RCW 35A.34.140.
4. Emergency expenditures for counties. RCW 36.40.180.

The Federal Emergency Management Agency (FEMA) requires that state and local governments receiving federal financial assistance under the Stafford Act comply with FEMA's rules prohibiting discrimination, as provided in 44 Code of Federal Regulation (CFR) § 206.11. As a result of this federal requirement, state, and local governments seeking to receive federal disaster assistance will follow a program of non-discrimination and incorporates FEMA's Whole Community approach (discussed in the Concept of Operations section). This requirement encompasses all state and local jurisdiction actions to the Federal/State Agreement.

All personnel carrying out federal major disaster or emergency assistance functions, including the distribution of supplies, the processing of applications, and other relief and assistance activities, shall perform their work in an equitable and impartial manner, without discrimination on the grounds of race, religion, sex, color, age, economic status, physical and sensory limitations, Limited English Proficiency (LEP), or national origin.

As a condition of participation in the distribution of assistance or supplies under the Stafford Act, government bodies and other organizations shall provide a written assurance of their intent to comply with regulations relating to nondiscrimination promulgated by the President or the administrator of the Federal Emergency Management Agency (FEMA), and shall comply with such other regulations applicable to activities within an area affected by a major disaster or emergency as the administration of FEMA deems necessary for the effective coordination of relief efforts.

The Pets Evacuation and Transportation Standards (PETS) Act amends the Robert T. Stafford Disaster Relief and Emergency Assistance Act. The PETS Act is operational when a federal disaster declaration is made and can provide reimbursement for allowable, documented services used in the declared emergency. Eligible costs related to pet evacuations and sheltering is in FEMA's Public Assistance Program and Policy Guide (PAPPG).

A. Incurred Costs Tracking

Each community organization, agency, or department is responsible for establishing effective administrative funding controls, segregation of duties for proper internal controls, and accountability to ensure that costs incurred are consistent with the missions identified in this plan. Extreme care and attention to detail must be taken throughout the emergency response period to maintain logs, formal records, and file copies of all expenditures, including personnel time sheets, in order to provide clear and reasonable accountability and justification for future reimbursement requests.

B. Cost Recovery

Detailed financial records should be kept for every emergency or disaster. Having detailed and complete financial records are requirements for receiving federal reimbursement under the Stafford Act for



Presidentially declared disasters and emergencies. Documentation should include personnel hours (including volunteers), equipment costs, expenditures/procurements, costs incurred by the county/city etc. Financial records are essential to a successful recovery effort.

Note: Reimbursement of costs is not guaranteed and if provided will likely not cover all costs incurred.

Disaster-related expenditures and obligations of state agencies, local jurisdictions, and other organizations may be reimbursed under a number of federal programs. The federal government may authorize reimbursement of approved costs for work performed in the restoration of certain public facilities after a major disaster declaration by the President of the United States under the statutory authority of certain federal agencies.

Audits of state and local jurisdiction emergency expenditures will be conducted in the course of normal audits of state and local governments. Audits of projects approved for funding with federal disaster assistance funds are necessary to determine the eligibility of the costs claimed by the applicant.

Immediate reports of damage losses, and requests for assistance, must to be sent, or called in, to Emergency Management (EM) or the Emergency Operations Center (EOC) in order for the County Commissioners to have a basis for proclaiming an emergency. The county needs to forward damage reports to the SEOC in order for the Governor to have a basis for proclaiming a state of emergency. The state needs to proclaim an emergency before requests for federal assistance and a Presidential Declaration can be made. In other words, requests for assistance must start at the lowest level and work their way up. If there is a delay in requesting assistance there could also be a delay in receiving any outside assistance that might be available.

Several county departments can provide support and assistance for disaster related cost recovery:

Auditor

1. Support county emergency resource program.
2. Emergency fiscal procedures.

Treasurer

1. Emergency fiscal procedures support.

Assessor

1. Damage assessment support.
2. Recovery assistance.

C. Federal Assistance Programs

Public Assistance (PA) Program

FEMA's Public Assistance (PA) grant program provides federal assistance to government organizations and certain private nonprofit (PNP) organizations following a Presidential disaster declaration. PA provides grants to state, tribal, territorial, and local governments, and certain types of PNP organizations so that communities can quickly respond to and recover from major disasters or emergencies. Through the program, FEMA provides supplemental federal disaster grant assistance for debris removal, life-saving emergency protective measures, and the repair, replacement, or restoration of disaster-damaged publicly-owned facilities, and the facilities of certain PNP organizations. The PA program also encourages protection of these damaged facilities from future events by providing assistance for hazard mitigation measures during the recovery process. The federal share of assistance is not less than 75 percent of the



eligible cost. The Recipient (usually the state) determines how the non-federal share (up to 25 percent) is split with the sub-recipients (eligible applicants).

Individual Assistance (IA) Program

FEMA provides assistance to individuals and households through the Individual Assistance Program, which includes all of the following:

- Mass Care and Emergency Assistance (MC/EA);
- Crisis Counseling Assistance and Training Program (CCP);
- Disaster Unemployment Assistance (DUA);
- Disaster Legal Services (DLS);
- Disaster Case Management (DCM); and
- Individuals and Households Program (IHP) – Housing Assistance (HA) and Other Needs Assistance (ONA).

D. State Assistance Programs

Public Assistance (PA) Program

The Public Assistance (PA) State Administrative Plan (SAP) provides procedures used by the Military Department, Emergency Management Division staff (as Grantee) to administer the Public Assistance Program. Audits of state and local jurisdiction emergency expenditures will be conducted in the normal course of state and local government audits. Audits of projects approved for funding with federal disaster assistance funds are necessary to determine the eligibility of the costs claimed by the applicant.

Individual Assistance, SBA, other Human Services Programs

Individuals, households, and small businesses may also be eligible for federal help following a disaster. The Washington Emergency Management Division Human Services Program works with Federal, State, and Local partners to support disaster preparedness and recovery for Washington's individuals, households, and businesses. The Emergency Management Division Individuals and Households Program and FEMA jointly administer programs so individuals and households may begin to apply for assistance immediately. The Individual Assistance (IA) State Assistance Program (SAP) is used by WEMD staff (as Grantee) to administer (set the organization, staffing, and procedures) the Individual Assistance Program and the Other Needs Assistance, in Washington State after a major disaster declaration by the President. Programs include:

- **Housing Assistance:** Eligible individuals may receive financial assistance to rent alternate housing, pay for short-term transient accommodations, repair owner occupied private residences and to replace owner-occupied private residences. FEMA may provide direct housing assistance in the form of temporary housing units that FEMA purchases or leases for disaster victims. The following are the general types of housing assistance:
 - Temporary / Rental Housing — Financial Assistance (Limited to 18 months or up to the maximum award, whichever comes first)
 - Homeowners or renters may qualify.
 - Provides alternate short-term living arrangements if the primary residence is uninhabitable; and insurance does not cover.
 - Applicants are certified for an initial time period and then must present justification to FEMA for additional periods.
 - Repair / Replacement / Construction — Financial Assistance (Limited to the maximum award)



- Purpose is to return an unlivable primary residence to a state of repair that will allow it to be safely occupied.
- Homeowners may have more expansive rebuilding goals that are beyond what a repair grant will cover.
- Financial assistance for repair expenses beyond what home repair grants will cover may come from the SBA.
- Construction is limited and typically intended for insular or remote areas.
- FEMA Housing Units -- Direct Assistance (Limited to 18 months or up to the maximum award, whichever comes first)
 - When there's not enough rental properties available, FEMA may provide a mobile / modular housing unit.
 - Although housing units are usually for homeowners, renters may also receive units.
 - Housing units may be placed on a homeowner's land, provided certain conditions are met.
 - Intended to be temporary and sold via online public auctions conducted by the General Services Administration.
- The Small Business Administration (SBA) Disaster Loan Program: SBA disaster loans are available even without a Presidential Disaster Declaration and are a great tool to provide low-interest loans to individuals, families, businesses and organizations that suffer physical or economic loss due to a disaster or other disruption. Additionally, the Small Business Administration makes it low interest loan programs available to qualifying businesses and private non-profit organizations that have suffered damages. The SBA works with lenders to provide loans to small businesses. The agency doesn't lend money directly to small business owners. Instead, it sets guidelines for loans made by its partnering lenders, community development organizations, and micro-lending institutions. The SBA reduces risk for lenders and makes it easier for them to access capital. That makes it easier for small businesses to get loans.
- Limited English Proficiency Program: The LEP program supports language accessibility for individuals, families and businesses by working with state and local governments and community organizations to promote preparedness activities in communities around the state.
- Disaster Resilience, Recovery and Restoration: Disaster Recovery includes both pre-disaster recovery planning and post-disaster recovery to re-envision and restore a community. Technical assistance and information is available for local governments, special districts, and organizations.

Grants and other resources for individuals, organizations, local jurisdictions

The Washington Emergency Management Division has compiled a selection of grants, loans, in-kind programs and other services that can assist recovery efforts.

E. Local Assistance

Immediate Assistance - The American Red Cross, Salvation Army and other voluntary organizations can and will provide immediate aid in the way of mass care (sheltering and feeding), medical assistance, animal control and sheltering, child care, clothing, clean-up help, transportation help and some personal property assistance.

Insurance – Self-insured with homeowner's insurance and/or participation in the National Flood Insurance Program (NFIP) can recover much of the expenses needed to repair or rebuild.



IX. Logistics and Resource Management

NIMS resource management guidance enables many organizational elements to collaborate and coordinate to systematically manage resources—personnel, teams, facilities, equipment, and supplies. Most jurisdictions or organizations do not own and maintain all the resources necessary to address all potential threats and hazards. Therefore, effective resource management includes leveraging each jurisdiction's resources, engaging private sector resources, involving volunteer organizations, and encouraging further development of mutual aid agreements.

A. Resource Typing

Resource typing is defining and categorizing incident resources by capability. Resource typing definitions establish a common language for discussing resources by defining minimum capabilities for personnel, teams, facilities, equipment, and supplies. Resource typing enables communities to plan for, request, and have confidence that the resources they receive have the capabilities they requested. FEMA leads the development and maintenance of resource typing definitions for resources shared on a local, interstate, regional, or national scale. Jurisdictions can use these definitions to categorize local assets.

B. Emergency Worker Program/Liability Protection

RCW 38.52 authorizes the use of emergency workers as outlined in state law. "Emergency Worker" is defined in RCW 38.52.010(7), while provisions addressing the registration, use, classification and coverage of emergency workers are addressed by RCW 38.52.180, RCW 38.52.310 and WAC 118.04.

The WA State EOC (SEOC) will assign an Incident Number to a local jurisdiction any time they declare a disaster. If the state declares a state of emergency, or a disaster, then all counties that are impacted may be included under the same number. This number will be used through the response and recovery phases of the incident. When an Incident Number has been obtained there is some coverage for injuries and loss of equipment of registered "Emergency Workers".

Equipment and vehicles should only be used by trained, qualified personnel. Personal property not relevant to the mission will not be considered for compensation coverage.

C. Procurement Methodology

The Washington Intrastate Mutual Aid System (WAMAS) established in RCW 38.56, provides for mutual assistance among member jurisdictions, to include every county, city and town of the state. Members of WAMAS are not precluded from entering into or participating in other mutual aid agreements that are authorized by law. WAMAS does not replace current mutual aid agreements; it is a mutual aid tool to use when other agreements do not exist.

The Emergency Management Assistance Compact (EMAC) is a national governor's interstate mutual aid compact that facilitates the sharing of resources, personnel and equipment across state lines during times of disaster and emergency. EMAC is formalized into law (RCW 38.10.010) and requires a Governor's Proclamation before use. It is coordinated through the Washington Emergency Management Division.

Out-of-state mutual aid resources can also be requested through the Pacific Northwest Emergency Management Arrangement (PNEMA), established in Public Law 105-381. It is also coordinated through Washington Emergency Management Division.



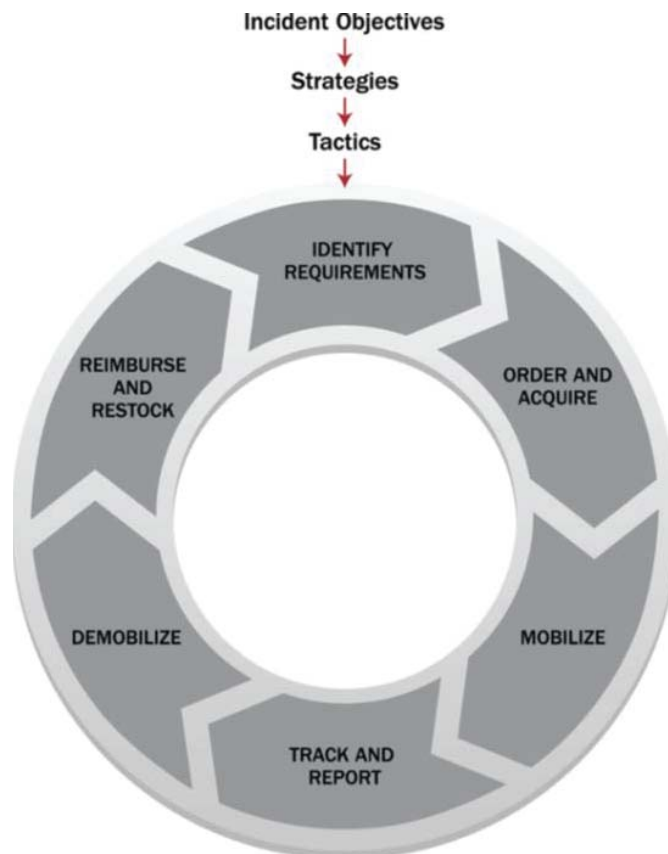
The Washington State Fire Services Resource Mobilization Plan provides a mechanism for fire service resources to respond to fires, disasters, or other events. In 2015, after the devastation caused by the SR 530 Landslide in Oso, Washington, the Washington State Legislature amended RCW 43.43 to include All-Risk incidents. This amendment allows for reimbursement for responding resources to an authorized All-Risk mobilization event.

There are many types and kinds of specialized resources that may be needed for both emergencies and disasters (e.g. search and rescue air support, underground/mine rescue, urban search and rescue (USAR), specialized health professionals, disaster housing inspectors, mobile telecommunications equipment, HAZMAT teams, etc.). Some of these resources can be identified through mutual aid or secured through the Washington Emergency Management Division. Other resources may require a declaration process.

Resources should deploy only when appropriate authorities request and dispatch them through established resource management systems. Resources that authorities do not request should refrain from spontaneous deployment to avoid overburdening the recipient and compounding accountability challenges.

D. Resource Tracking

Resource requests are tracked throughout their entire life cycle, from the time submitted, until filled (if consumable) or until the resource is demobilized and returned (if non-consumable). Supply chain elements, such as state and local staging areas, reception and integration centers, movement coordination centers, and movement control points activate as appropriate to the situation. State and local staging areas serve as temporary storage areas for the movement of resources to affected areas. Reception and integration centers provide reception, integration, onward movement, and accountability for out-of-state resources.



Resource Tracking Life Cycle



E. Demobilization

The response is rapidly transitioning from the emergency response phase to a planned recovery effort. The demobilization of incident resources must be conducted in an efficient and safe manner and shall not interfere with ongoing incident operations. Demobilization ensures that resources checking out of the incident have completed all appropriate incident business and provides the Planning Section information on resources released from the incident.

F. Resource Gaps

Comprehensive and integrated planning can help other levels of government plan their response to an incident within a jurisdiction. By knowing the extent of the jurisdiction's capability, supporting planners can pre-identify shortfalls and develop pre-scripted resource requests.

In a major event the resources within the county will be overwhelmed and outside assistance will need to be requested. Such requests will be made through the County EOC to the SEOC (WA State Emergency Operations Center).

X. Development and Maintenance

This Comprehensive Emergency Management Plan is required by law and is the basis for an integrated system of emergency management in Chelan County, in accordance with the requirements of RCW 38.52 and WAC 118. This plan is the documentation of the planning process and as such needs to be a product of that process, and it is essential this be accomplished with the input and cooperation of all participants.

A. The Planning Process

Planning is a continuous process that does not stop when the plan is published. The planning team develops a rough draft of the basic plan or annexes. As the planning team works through successive drafts, they add necessary tables, charts, and other graphics. The team prepares a final draft and circulates it for comment to organizations that have responsibilities for implementing the plan. The written plan should be checked for its conformity to applicable regulatory requirements and the standards of Federal or state agencies and for its usefulness in practice. Once validated, the planning team presents the plan to the appropriate officials for signature and promulgation. The promulgation process should be based on specific statute, law, or ordinance. Once approved, the planner should arrange to distribute the plan to stakeholders who have roles in implementing the plan.

B. The Review Process

Commonly used criteria can help decision makers determine the effectiveness and efficiency of plans. These measures include adequacy, feasibility, and acceptability. Decision makers directly involved in planning can employ these criteria, along with their understanding of plan requirements, not only to determine a plan's effectiveness and efficiency but also to assess risks and define costs

1. Adequacy – a plan is adequate if the scope and concept of planned operations identify and address critical tasks effectively; the plan can accomplish the assigned mission while complying with guidance; and the plan's assumptions are valid, reasonable, and comply with guidance.
2. Feasibility – a plan is feasible if the organization can accomplish the assigned mission and critical tasks by using available resources within the time contemplated by the plan. The organization allocates available resources to tasks and tracks the resources by status (e.g., assigned, out of service). Available resources include internal assets and those available through mutual aid or through existing state, regional, or Federal assistance agreements.



3. Acceptability – a plan is acceptable if it meets the requirements driven by a threat or incident, meets decision maker and public cost and time limitations, and is consistent with the law. The plan can be justified in terms of the cost of resources and if its scale is proportional to mission requirements. Planners use both acceptability and feasibility tests to ensure that the mission can be accomplished with available resources, without incurring excessive risk regarding personnel, equipment, material, or time. They also verify that risk management procedures have identified, assessed, and applied control measures to mitigate operational risk (i.e., the risk associated with achieving operational objectives).
4. Completeness – a plan is complete if it:
 - a. Incorporates all tasks to be accomplished;
 - b. Includes all required capabilities;
 - c. Integrates the needs of the general population, children of all ages, individuals with disabilities and others with access and functional needs, immigrants, individuals with limited English proficiency, and diverse racial and ethnic populations;
 - d. Provides a complete picture of the sequence and scope of the planned response operation;
 - e. Makes time estimates for achieving objectives; and
 - f. Identifies success criteria and a desired end-state.
5. Compliance – the plan should comply with guidance and doctrine to the maximum extent possible, because these provide a baseline that facilitates both planning and execution.

C. The Revision Process

Plans should evolve as lessons are learned, new information and insights are obtained, and priorities are updated. Evaluating the effectiveness of plans involves a combination of training events, exercises, and real-world incidents to determine whether the goals, objectives, decisions, actions, and timing outlined in the plan led to a successful response. The normal review period will be every five years. It is the intent to conduct a formal review of 25 percent of the plan each year and publish the appropriate changes annually. It is also the intent to review and update supporting documents and attachments to the Plan if they contain personnel phone numbers and other like information, on an annual basis. It is the responsibility of the EM Assistant Director to schedule and coordinate the reviews and to publish any changes that may be necessary. The Plan and procedures will also be reviewed after any Emergency Management exercises and actual occurrences that implement portions of the plan. Changes resulting from exercise or actual occurrences should be accomplished at the earliest opportunity.

Proposed changes to this plan will be accepted at any time, especially after a major emergency, disaster, exercise or anytime a key element changes. Local agency and organization actions support the overall emergency management function in the County. The operating procedures of those agencies and organizations, when coordinated and integrated into the CEMP form the backbone of the operational concept of the Emergency Management Organization.

As revisions, updates, and changes are adopted, Chelan County Emergency Management will make the necessary changes in the Plan. Changes may be administrative (small edits that do not impact the Emergency Management Program processes and/or roles and responsibilities) or substantive (larger modifications to processes and/or roles and responsibilities in nature).

Administrative changes do not require signature and promulgation from the County Commissioners, but may be approved by the Emergency Manager. All substantive changes within the five year review period will require the Commissioners signature and promulgation and will be briefed to the elected officials, department, agencies, and organizations impacted by the revision.

Plan changes will be published either using an entire new publication, by subsection, or by publishing only those pages that have changes. The changes are to be recorded on the record of changes form. Emergency Management will maintain the record of changes for the Plan.

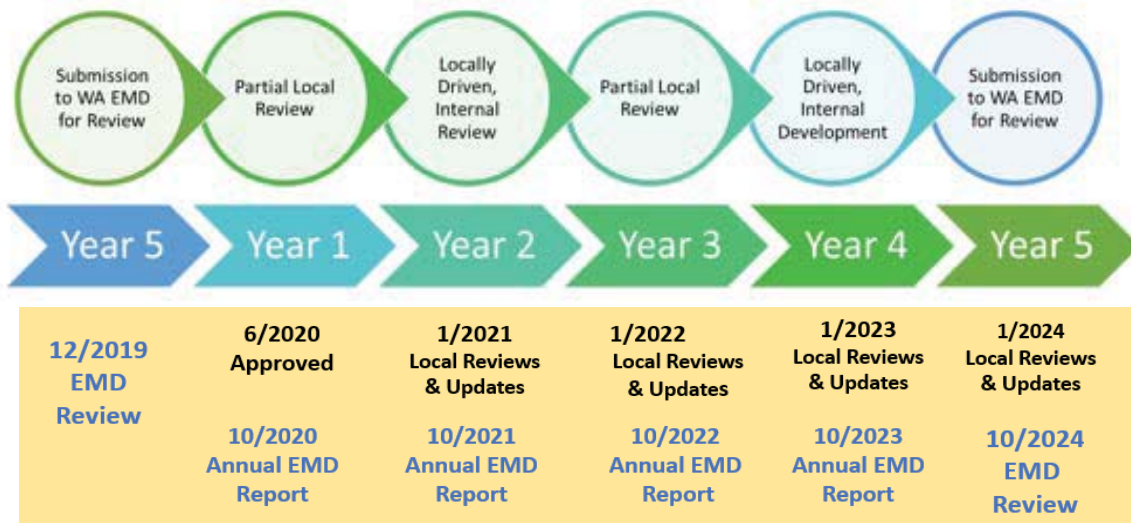


Changes to the department/agency annexes and supporting appendixes will be coordinated with the agencies and organizations impacted by the particular annex or supporting appendix.

The CEMP and accompanying annexes and appendixes will be made publicly available via the Chelan County website: <https://www.co.chelan.wa.us>

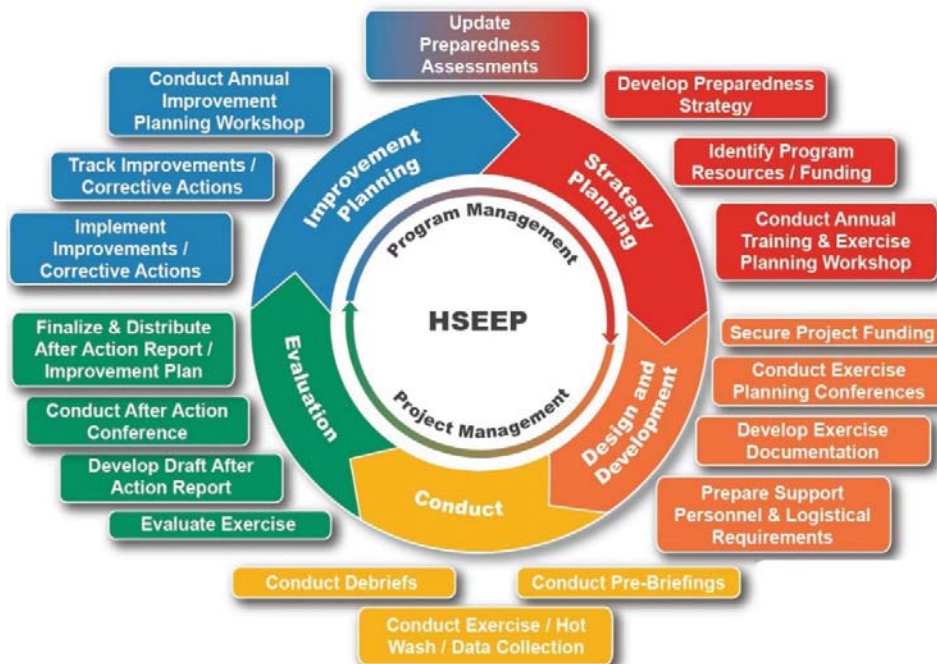
It is located in the Chelan County Sheriff's Office, Emergency Management Unit - EZ View page: https://www.ezview.wa.gov/site/alias__1974/overview/37272/overview.aspx

D. The Maintenance Schedule and Revision Process



E. HSEEP Training & Exercise Program

Through the implementation of the Homeland Security Exercise and Evaluation Program (HSEEP), agencies and organizations will use training and exercises to improve current and required core capability levels, identify gaps, and overcome shortfalls. The Homeland Security Region 7 capability assessment gap analysis and priority capabilities will also be used to plan regional training and exercise activities.





a. Local Training Programs

It is the responsibility of the departments and agencies within the Chelan County CEMP to certify that their department/agency and emergency response personnel are appropriately trained to the proper level of response and the NIMS training requirements in accordance with their incident management responsibilities, and that the required level of training is consistent with the organization's plan and policies.

b. Training Records

Each department and agency within the CEMP is responsible to maintain their own individual training records.

c. Exercise Program Principles

Applying the following principles to both the management of an exercise program and the execution of individual exercises is critical to the effective examination of capabilities:

1. Guided by Elected and Appointed Officials – provide the overarching guidance and direction for the exercise and evaluation program as well as specific intent for individual exercises.
2. Capability-based, Objective Driven – through HSEEP, organizations can use exercises to examine current and required core capability levels and identify gaps; exercises focus on assessing performance against capability-based objectives.
3. Progressive Planning Approach – a progressive approach includes the use of various exercises aligned to a common set of exercise program priorities and objectives with an increasing level of complexity over time.
4. Whole Community Integration – encourage exercise planners to engage the whole community throughout exercise program management, design and development, conduct, evaluation, and improvement planning.
5. Informed by Risk – identifying and assessing risks and associated impacts helps organizations identify priorities, objectives, and core capabilities to be evaluated through exercises.
6. Common Methodology – enables organizations of divergent sizes, geographies, and capabilities to have a shared understanding of exercise program management, design and development, conduct, evaluation, and improvement planning; and fosters exercise-related interoperability and collaboration.

The local CEMP exercise program is coordinated by Chelan County Emergency Management (CCEM) to exercise the plan and the core capabilities of the county, its contract cities, and other public safety partners, agencies and organizations throughout the county. Annual exercises are used to improve the operational coordination, operational communications, and the emergency preparedness of response agencies and the community. The exercises may be discussion-based (seminars, workshops, tabletops and games) or operation-based (drills, functional, and full-scale) in order to test the full spectrum of preparedness.

d. After-Action Process

Chelan County Emergency management will use current Homeland Security Exercise and Evaluation Program (HSEEP) methodology to conduct and evaluate exercises and real-world events, including the After-Action Report and Improvement Plan process. An after-action report (AAR) summarizes key exercise-related evaluation information, including the exercise overview and analysis of the performance related to each exercise objectives and the core capabilities. They are used to highlight strengths, as well as areas for improvement, so that corrective actions can be implemented to resolve capability gaps and shortcomings identified in exercises or real-world events. CCEM also conducts after action reports on local emergencies and exercises to evaluate the effectiveness of the communication of life safety information



and to identify technological challenges and recommendations for corrective actions for improving the whole community communication of the county per RCW 38.52.070(4).

XI. AGENCY / DEPARTMENT ANNEXES

- A. Chelan County Coroner Annex**
- B. Chelan County Emergency Management Annex**
- C. Chelan / Douglas Counties Emergency Medical Services Annex**
- D. Chelan County Facilities Maintenance Annex**
- E. Chelan County Fire Districts / Departments Annex**
- F. Chelan County Hospitals Annex**
- G. Chelan County Information Technology Annex**
- H. Chelan County Sheriff's Office Annex**
- I. Chelan / Douglas Health District Annex**
- J. Chelan County Public Utility District Annex**
- K. Chelan County Public Works Annex**
- L. RiverCom 911 Dispatch Center Annex**
- M. Terrorism Annex**

XII. CONTRACT CITIES APPENDICES

- 1. City of Cashmere Public Works Appendix**
- 2. City of Chelan Public Works Appendix**
- 3. City of Entiat Public Works Appendix**
- 4. City of Leavenworth Public Works Appendix**
- 5. City of Wenatchee Police Department Appendix**
- 6. City of Wenatchee Public Works Appendix**

CHELAN COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN ADOPTION AND PROMULGATION

This Comprehensive Emergency Management Plan (CEMP) is required by law and is the basis for an integrated system of emergency management in Chelan County, in accordance with the requirements of RCW 38.52 and WAC 118. The Basic Plan was reviewed by the Washington State Emergency Management Division to ensure its conformity to applicable regulatory requirements and the standards of Federal or state agencies and for its usefulness in practice.

This 2020 revision of the CC CEMP represents a substantial shift from previous revisions of the CEMP by aligning to the National Preparedness Goal through the incorporation of common core capabilities and the use of department/agency focused support annexes and appendixes to provide for the most accurate and executable plan for Chelan County. The CEMP is intended as a comprehensive framework for county-wide preparedness in the Prevention, Protection, Mitigation, Response, and Recovery Mission Areas.

A "disaster" is defined as a great misfortune, catastrophe or sudden calamitous event which brings great damage, loss or destruction. The Chelan County area is vulnerable to natural, man-made, and/or technological related disasters.

When a disaster threatens or strikes, county and city governments will take the lead in managing emergency public health, safety and welfare services. The response will be widespread, extending beyond the usual boundaries of departments providing emergency services and requiring cooperation of governmental and private sector units that do not normally respond to emergency situations. Since the state and federal governments will provide only supporting services for disaster mitigation, response and recovery, the leadership of the legislative authorities is of critical importance.

The Chelan County CEMP addresses legal requirements, best practices, and planning guidance for county and city officials in providing emergency management operational decisions preceding, during and following disasters.

In order to ensure a workable plan, department heads and agency managers are directed to:

- Support the planning efforts
- Adhere to this plan
- Develop supporting documents (Standard Operating Procedures and check lists)
- Implement this plan for their departments/agencies
- Assure that all personnel within their departments/agencies are trained in this plan and their responsibilities in emergency/disaster operations

The Chelan County Comprehensive Emergency Management Plan dated June 2020 is hereby adopted and promulgated this 16TH day of June, 2020 as the official emergency management plan.

BOARD OF CHELAN COUNTY COMMISSIONERS:



ATTEST: CARLYE DAILY


Clerk of the Board


DOUG ENGLAND, CHAIRMAN


BOB BURGERT, COMMISSIONER


KEVIN OVERBAY, COMMISSIONER

MAYORS

City of Wenatchee, Mayor Frank Kuntz Date

City of Cashmere, Mayor Jim Fletcher Date

City of Chelan, Mayor Bob Goedde Date

City of Entiat, Mayor Michael Buckingham Date

City of Leavenworth, Mayor Carl Florea Date

CHELAN COUNTY SHERIFF'S OFFICE EMERGENCY MANAGEMENT

Sheriff, Brian Burnett Date

City of Wenatchee Public Works - Appendix

Purpose

1. To ensure effective utilization and coordination of all available public works resources during an emergency or disaster.
2. To provide public works and engineering support to assist the county in meeting needs related to response and recovery.
3. To provide demolition of unsafe structures, debris and wreckage clearance, protection and temporary repair of essential facilities and utilities, emergency traffic safety signs, the inspection of bridges and roads for damage or safety problems, and taking actions to keep critical streets and roads open.

Core Capabilities

The Wenatchee Public Works Department is one of the **primary agencies**, having significant authorities, roles, resources to provide the following core capabilities in response to emergency and disaster incidents.

Primary Core Capabilities	
Infrastructure Systems	Stabilize critical infrastructure functions, minimize health and safety threats, and efficiently restore and revitalize systems and services to support a viable, resilient community.
Critical Transportation	Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment, and services into the affected areas.

The Wenatchee Public Works Department is also a **support agency**, having specific capabilities or resources that support primary agencies in executing the following core capabilities.

Support Core Capabilities	
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
Environmental Response/Health & Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

Wenatchee Public Works Department will follow RCW 35 and applicable local ordinances. Wenatchee Public Works provides services based on the City Code.

The Mayor of the City of Wenatchee has the authority to declare an emergency (RCW 35.33.081). Transportation resources, engineering services and support and the movement of passengers or cargo will follow all applicable Laws of the State of Washington and local ordinances.

RCW 38.52.195 provides emergency workers exemption from liability while providing construction, equipment or work.

City of Wenatchee Public Works - Appendix

Situation Overview

During an emergency or disaster, a variety of hazards and disruptions to services could occur. Streets, roads, and bridges could be damaged or destroyed, covered with water, mud or deep snow, or blocked by debris. Signs may be destroyed or not be visible due to the event. Water systems and/or wastewater facilities may be damaged or threatened, storm drains may be damaged or plugged, and many structures may be damaged. Portions of the city may be physically isolated because of the event. Public Works facilities or equipment may be damaged or inaccessible, and some employees may not be able to report for work. Normal communication systems may be damaged or overloaded. There will be a significant need for damage assessment information. Damaged structures may pose a grave safety risk to emergency workers and the public. There could be scattered or large areas affected by power outages, loss of water, or loss of sewage collection and treatment facilities. A limited number of resources will be available at the onset of an emergency or disaster. Local resources will be utilized first but the need for public works and engineering services may exceed resources within the county. If additional resources are needed they will be requested through the State of Washington Military Department, Emergency Management Division or coordinated as part of a Mutual Aid Agreement.

The Chelan County Natural Hazard Mitigation Plan (2019), volume 2, illustrates the natural hazards of the city. The hazard ranking involves an assessment of the likelihood of occurrence for each hazard, along with its potential impacts on people, property, and the economy.

Table 6-11. Hazard Risk Ranking

Rank	Hazard Type	Risk Rating Score (Probability x Impact)	Category
1	Wildfire	54	High
2	Severe Weather	45	High
3	Flooding	42	High
4	Earthquake	34	High
5	Landslide	18	Medium
6	Dam Failure	12	Low
7	Drought	6	Low
8	Avalanche	n/a	Low

Due to the unique geography of the City of Wenatchee area, transportation routes and the ability to move the population could be affected by the following hazards disrupting the ability to use roads:

1. Wildfire
2. Flooding
3. Severe weather
4. Earthquake
5. Hazardous Materials incident
6. Terrorism Event

Not only can these, or other hazards, interrupt transportation by damaging the road system, the facilities that house needed equipment could be damaged. The personnel used to provide transportation services may be unavailable due to the hazard, which would also affect the city's transportation abilities. Responders may need transportation to or from a base or staging area. Transportation of cargo may be needed.

The natural hazards, as well as other emergencies and disasters, pandemics or mass fatality emergencies can occur at any time, causing significant loss of life, as well as damage to the infrastructure and loss of essential services.

City of Wenatchee Public Works - Appendix

Concept of Operations

The City of Wenatchee has contracted with Chelan County for emergency management services. In the event of a major emergency or disaster, City of Wenatchee Public Works will activate engineering / public works services, and mobilize all necessary equipment and personnel. Activities that Public Works may provide during an emergency or disaster situation are:

1. Damage assessments of critical facilities and roadways
2. Debris clearance from roadway / right-of-ways.
3. Restoration of essential facilities / roadways.
4. Heavy equipment resources.
5. Evacuation route identification/coordination support.
6. Transportation resource coordination.
7. Provide signage equipment/road blocks and other resources as needed (i.e. sand, etc.)

Wenatchee Public Works will provide a representative to the Chelan County EOC, or will maintain direct contact with the EOC. Prioritization, coordination, and support of response and recovery efforts will take place at the EOC. CCEM may provide a Transportation Coordinator to help coordinate transportation activities, such as an evacuation of a large number of people from or within the county. They may also coordinate cargo transportation. The priority of transportation resources will be assigned based on protection of:

1. Life and Safety
2. Property
3. The Environment
4. Economic Vitality

If needs exceed local resources the Chelan County EOC can contact the State of WA Emergency Management Office/EOC for assistance. The federal government may render assistance if needs exceed the capabilities of the county and state, provided the event has received a presidential declaration of disaster.

Some functions of Wenatchee Public Works may include, but are not limited to, the following:

- Delivering Actionable Guidance
- Allocating and Mobilizing Resources
- Determining Priorities, Objectives, and Strategies
- Ensuring Information Flow
- Establishing Lines of Communication
- Water Treatment and Provision
- Sanitation
- Government Facilities
- Infrastructure Site Assessments
- Public Recreation Facilities
- Transportation Infrastructure
- Evacuation
- Debris Removal
- Establishing Access
- Delivery of Response Assets
- Transportation Safety and Condition Assessments
- Health and Safety Monitoring and Assessment
- Responder Safety
- Analyzing Information
- Assessing Hazard Impacts

City of Wenatchee Public Works - Appendix

Whole Community Involvement

The “Whole Community” approach attempts to engage the full capacity of the public, including individuals, families, households and communities: private and nonprofit sectors; and local, tribal, state and Federal governments. This includes businesses, faith-based and disability organizations, and the general public including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), and people with Limited English Proficiency (LEP), and culturally diverse populations.

Recipients of any federal funds must acknowledge and agree to comply with applicable provisions of federal civil rights laws and policies prohibiting discrimination, including, but not limited to: Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of race, color, or national origin. Recipients of federal financial assistance must also take reasonable steps to provide meaningful access for persons with Limited English Proficiency (LEP) to their programs and services.

The City of Wenatchee Public Works Department will address how LEP and AFN will be integrated into all phases of emergency management as applicable to its respective responsibilities. The Department is service oriented, providing equal access to communication assistance and services, and encourages community-based partnerships to address safety issues and public outreach.

Primary Core Capabilities and Critical Tasks

Each of the Core Capabilities identified for the Wenatchee Public Works Department has one or more critical tasks that are listed in the following table. These operationally focused critical tasks are defined and pre-assigned to each Core Capability based on Federal guidance documents.

Mission Area	Critical Task I.D.	Critical Task
Infrastructure Systems		
Response	1	Decrease and stabilize immediate infrastructure threats to the affected population, to include survivors in the heavily damaged zone, nearby communities that may be affected by cascading effects, and mass care support facilities and evacuation processing centers with a focus on life-sustainment and congregate care services.
Response	2	Re-establish critical infrastructure within the affected areas to support ongoing emergency response operations, life sustainment, community functionality, and a transition to recovery.
Response	3	Provide for the clearance, removal, and disposal of debris.

Mission Area	Critical Task I.D.	Critical Task
Critical Transportation		
Response	1	Establish physical access through appropriate transportation corridors and deliver required resources to save lives and to meet the needs of disaster survivors.
Response	3	Clear debris from any route type (i.e., road, rail, airfield, port facility, waterway) to facilitate response operations.

City of Wenatchee Public Works - Appendix

Support Core Capabilities and Critical Tasks

Mission Area	Critical Task I.D.	Critical Task
Public Information and Warning		
Response	2	Deliver credible and actionable messages to inform ongoing emergency services and the public about protective measures and other life-sustaining actions, and facilitate the transition to recovery.

Mission Area	Critical Task I.D.	Critical Task
Operational Coordination		
Response	2	Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.

Mission Area	Critical Task I.D.	Critical Task
Environmental Response/Health & Safety		
Response	1	Identify, assess, and mitigate worker health and safety hazards, and disseminate health and safety guidance and resources to response and recovery workers.
Response	2	Minimize public exposure to environmental hazards through assessment of the hazards and implementation of public protective actions.
Response	4	Identify, evaluate, and implement measures to prevent and minimize impacts to the environment, natural and cultural resources, and historic properties from all-hazard emergencies and response operations.

Mission Area	Critical Task I.D.	Critical Task
Situational Assessment		
Response	1	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident.
Response	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.

City of Wenatchee Public Works - Appendix

Organization

The City of Wenatchee Public Works Department is responsible to provide public works and engineering assistance, as resources permit, to meet the needs of their jurisdiction regarding emergencies or disasters.

The Wenatchee Public Works manages four utilities that include the regional water supply, the water distribution, sanitary sewer and storm sewer systems. The City is responsible for the daily management and operation of the regional water supply system. The water distribution, sanitary sewer and storm water utilities are owned and operated solely by the City.

The Wenatchee Public Works Engineering Division is an integral part of keeping the city infrastructure maintained and expanding to meet the growing needs of the Wenatchee Valley. The Engineering Division provides data analysis, logistical planning, cost estimating, and construction inspections for infrastructure projects.

The Street Maintenance Division is responsible for maintaining the City's streets, alleys and publicly maintained sidewalks. This maintenance also includes snow removal and ice control on all City streets and along the sections of the state highway that run through the City.

The Facilities Division is the internal support for the city building maintenance and operations.

Wenatchee Public Works will follow their own internal Standard Operating Procedures when responding to an incident. When appropriate, agencies will assign a representative to the EOC or command post, as the circumstances dictate.

Organizational Structure

The City of Wenatchee Public Works organizational structure of various departments and utilities is illustrated in Addendum 1: City of Wenatchee Public Works – Chain of Command Tables.

Direction, Control, & Coordination

The Incident Command System (ICS) is the basis for all direction, control and coordination of emergency response and recovery efforts conducted under this plan. ICS will be used to provide a common organizational structure and framework for multiagency/multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities with other federal, state, county, regional, private-sector, and nongovernmental organizations.

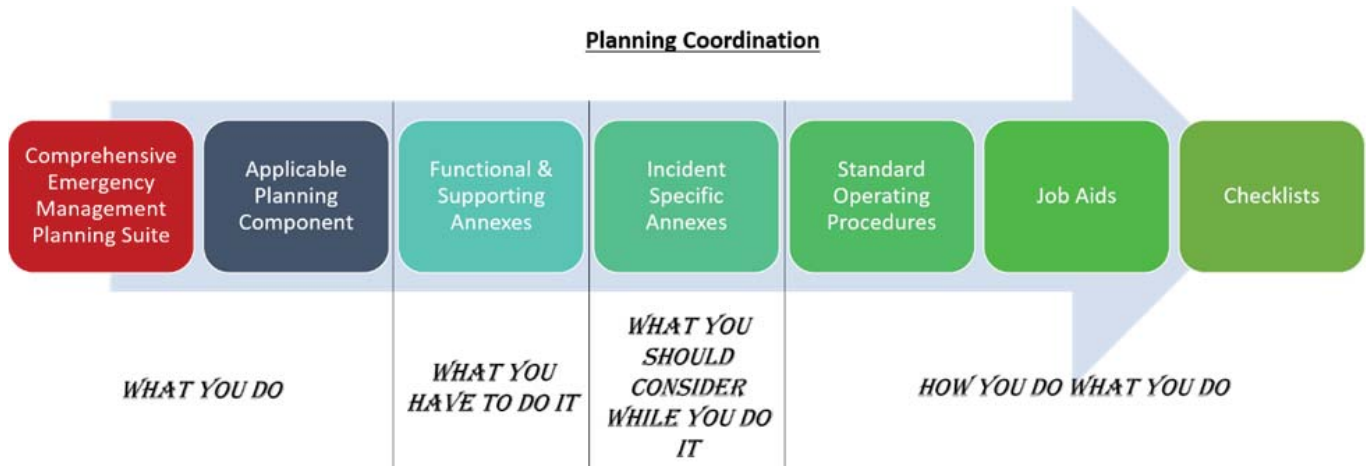
The operations of the emergency management for the City are established by the Inter-local Agreement between the Chelan County Sheriff's Office Emergency Management and the City of Wenatchee.

All disasters and emergencies begin locally, and local jurisdictions working in collaboration with county and other local emergency management agencies provide initial response. Direction, control, and coordination of the initial emergency management response activities are provided by local jurisdictions and their emergency management agencies. The complexity of emergency management operations during a disaster or emergency requires that direction, control, and coordination channels are formalized and understood by all involved in the incident.

Local incident commanders lead tactical direction and control activities. Incident commanders report as specified in their chain of command and request resources through the Chelan County Emergency Operations Center (EOC). When public, private, and mutual aid or inter-local agreement resources from adjacent political subdivisions are exhausted, the county EOC requests assistance from the State Emergency Operations Center (SEOC).

City of Wenatchee Public Works - Appendix

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Wenatchee Public Works Appendix, and the department's operation procedures and guidelines that establish the local tactical direction and control activities.



Information Collection, Analysis, & Dissemination

Information Collection

1. Gather information of damage assessment to critical facilities, such as government buildings and public safety facilities.
2. Gather information of damage assessment to critical facilities such as hospitals, extended care facilities, and mass care shelters.
3. Gather as much information regarding road conditions.
4. Identify personnel and equipment needed to maintain, repair or clear roadways.
5. Gather geographical information and special referencing (GIS).

Information Analysis

Information will be analyzed to assess hazard impacts and determining priorities, objectives, and strategies.

Information Dissemination

Situation status report (Sit-Rep) – Operational information used to brief the Mayor (and Policy Group) and inform all involved city departments and agencies on the situation, initial response, and for planning purposes. (Decision Making Information).

Resource information will be used to identify, inventory, dispatch, mobilize, transport, and demobilize human and material resources to ensure sustained operations.

The PW department will coordinate, through the EOC, when established, information with law enforcement, WA State Dept. of Transportation, and others as needed regarding what roads are open and if any restrictions apply. PW will disseminate GIS layers as needed.

Coordination with other agency representatives in the EOC regarding debris removal, demolition of unstable structures, emergency stabilization of damaged structures, and other actions to assist with rescue, and protection of lives and property.

City of Wenatchee Public Works - Appendix

All public information and news release information regarding public works and/or building inspectors will be coordinated by the City of Wenatchee Public Information Officer.

PW will assist with alert and warning, if requested.

Responsibilities

Preparedness is the development of plans and preparation activities made before an emergency or disaster occurs.

Public Works departments should:

- Maintain current inventories of resources.
- Provide ongoing training to personnel on their roles and responsibilities during emergency operations
- Provide trained personnel and resources for assignment to the EOC, as appropriate.
- Develop SOPs in accordance with state and local regulations and this plan.
- Participate in emergency / disaster exercises and drills to test and update, as needed, written SOPs.

Mitigation is the effort to reduce loss of life and property by lessening the impact of disasters and emergencies. Mitigation involves structural and non-structural measures taken to limit the impact of disasters and emergencies. Structural mitigation actions change the characteristics of buildings or the environment; examples include flood control projects, raising building elevations, and clearing areas around structures. Non-structural mitigation most often entails adopting or changing building codes.

Response is comprised of the coordination and management of resources (including personnel, equipment, and supplies) utilizing the Incident Command System in an all-hazards approach; and measures taken for life/property/environmental safety. The response phase is a reaction to the occurrence of a catastrophic disaster or emergency.

Response	Critical Task I.D.	Activity/Action
Public Information & Warning	Delivering Actionable Guidance	
	1	Assist with alert and warning if requested
	2	Inform and coordinate with law enforcement, WA State Dept. of Transportation, and others as needed regarding what roads are open and if any restrictions apply
	2	Notify Chelan County EM/EOC and/or fire departments if fire hydrant systems are non-functional.
	1	All public information and news release information regarding public works will be coordinated by the City of Wenatchee Public Information Officer.
Operational Coordination	Allocating and Mobilizing Resources	
	1	Identify personnel and equipment needed to maintain, repair or clear roadways as needed, and dispatch resources to high priority areas.

City of Wenatchee Public Works - Appendix

Response	Critical Task I.D.	Activity/Action
Operational Coordination	Determining Priorities, Objectives, and Strategies	
	1	Coordinate with other agency representatives in the EOC regarding debris removal, demolition of unstable structures, emergency stabilization of damaged structures, and other actions to assist with rescue, and protection of lives and property. High priority will be given to critical facilities such as hospitals, extended care facilities, and mass care shelters.
Operational Coordination	Ensuring Information Flow	
	2	Public Works representative report to the EOC to provide coordination and prioritization of the PW response activities
Operational Coordination	Establishing Lines of Communication	
	2	Once the EOC is activated, the appropriate lead city public works department head needs to send a representative to the EOC or maintain direct contact with the EOC as requested. The EOC and Public Works representative will establish and maintain lines of communication for the coordination and prioritization of response activities.
Infrastructure Systems	Water Treatment and Provision	
	1	Conduct inspections for damage or disruption of water systems, including wells and pumps, in addition to sewer systems, and/or treatment plants as needed. Initiate backup systems and/or make emergency repairs, as needed
Infrastructure Systems	Sanitation	
	2	Obtain test water samples to see if there is a possibility of contamination. Coordinate with the health department as needed for inspection and testing of private wells and septic tanks.
Infrastructure Systems	Flood Control	
	2	Conduct inspections flood control systems. Initiate mitigation and emergency repairs, as needed
	2	Take protective measures to protect roads, critical facilities, and other property as needed, such as sandbagging, building dikes, or digging drainage ditches.

City of Wenatchee Public Works - Appendix

Response	Critical Task I.D.	Activity/Action
Infrastructure Systems	Government Facilities	
	2	Conduct inspections for damage to government facilities and disruption of critical systems. Assist with activation of continuity of Government and Operations plan.
	3	Supervise demolition of structures posing a threat to safety, and removal of debris and wreckage.
	4	Initiate or coordinate for emergency contracting of private resources
Infrastructure Systems	Infrastructure Site Assessments	
	2	Gather as much information regarding road conditions as possible, identify personnel and equipment needed to maintain, repair or clear roadways as needed, and dispatch resources to high priority areas
Infrastructure Systems	Public Recreation Facilities	
	2	Conduct inspections for damage to public recreation facilities and disruption of critical systems facilities to determine structural condition and safety factors that affect public safety.
Infrastructure Systems	Transportation Infrastructure	
	2	Gather as much information regarding road conditions as possible, identify personnel and equipment needed to maintain, repair or clear roadways as needed, and dispatch resources to high priority areas
	4	Initiate or coordinate for emergency contracting of private resources
	2	Vital infrastructure - The following is a list of roads, bridges, and transportation points that if damaged, could affect transportation within the city or county. All agencies should be aware of these and develop procedures to keep transportation operating in the event that one or more of these are impassable. Copies of these procedures should be provided to Chelan County Emergency Management for storage at the EOC. a. Wenatchee River bridge b. Burlington Northern main line
Critical Transportation	Evacuation	

City of Wenatchee Public Works - Appendix

Response	Critical Task I.D.	Activity/Action
	1	Transportation to move a large number of persons from or within the county will be coordinated by a Transportation Coordinator working out of the EOC. Transportation providers may include LINK, school buses and other public and private transportation resources. If buses are needed to transport large numbers of people from, or within, the cities of Chelan County, transportation providers may be called. Providers will be selected based upon their capability and availability to the emergency. Potential passenger transportation providers are: LINK Transit, public school buses, and commercial services such as taxis or buses.
	1	Evacuation cannot be realistically predetermined within the City. Evacuation must be dealt with on a case by case basis. However, local law enforcement and public works departments should work together, prior to an incident, to deal with potential problems of traffic routing and communications during an incident that requires evacuation.
	1	Provide signage equipment/road blocks and other resources as needed
	1	Provide evacuation route identification/coordination support
Critical Transportation	Debris Removal	
	3	To provide emergency debris clearance from roadway / right-of-ways and other infrastructure
	3	Initiate or coordinate for emergency contracting of private resources.
Critical Transportation	Establishing Access	
	1	Determine which streets and roads within their jurisdiction are unusable and report this information to the Chelan County EOC.
	1	Block off streets and roads and establish detours as appropriate
Critical Transportation	Delivery of Response Assets	
	2	The Transportation Coordinator in the EOC will coordinate cargo transportation. Cargo transportation providers may include city and county public works departments and other public and private transportation providers.
Critical Transportation	Transportation Safety and Condition Assessments	

City of Wenatchee Public Works - Appendix

Response	Critical Task I.D.	Activity/Action
	2	In the event of a severe disaster damaging ground transportation systems in the city, an immediate survey of the county and state highway system will be undertaken by law enforcement agencies and highway/road maintenance supervisors. Estimates of traffic capabilities, highways available for use, and route closures will be made available to Chelan County Emergency Management for public information purposes as soon as possible.
Environmental Response/Health & Safety		Health and Safety Monitoring and Assessment
	1	The City will obtain emergency environmental permits, and legal authority will be granted for emergency actions to protect life and property.
Situational Assessment		Analyzing Information
	1	PWs, in coordination with emergency management, will determine and develop priorities, objectives, and strategies
Situational Assessment		Assessing Hazard Impacts
	2	All available resources of public works, local public safety and support organizations will be mobilized to assess hazard impacts on critical facilities and roadways.

Recovery consists of those activities that continue beyond the emergency period to restore critical infrastructure and community functions and begin to manage stabilization efforts. The recovery phase begins immediately after the threat to human life has subsided. The goal of the recovery phase is to bring the affected area back to some degree of normalcy.

Resource Requirements for EOC Operations

When appropriate, Wenatchee PW will assign a representative to the EOC or command post, as the circumstances dictate.

All department and agency representatives invited to participate in EOC operations at the 206A Easy Street location, or an alternate location, should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operation.

References and Supporting Guidance

- RCW 43.19.450 Supervisor of Engineering and Architecture
- RCW 38.52.195 Emergency workers exemption from liability

City of Wenatchee Public Works - Appendix ADDENDUM 1

City of Wenatchee Public Works – Chain of Command Tables

Engineering Department

Employee	Title/Function	Responsibilities during Emergency	Office Phone #	Home Phone #	Cellular #
Rob Jammerman	Public Works Director	Head of department and lead person. Inform Mayor of incident as necessary and keep him apprised of situation.	(509) 888-3206		(425) 471-2132
Gary Owen	City Engineer	Provide information to Director, assist Engineering Services Manager and give direction as needed.	(509) 888-3204		(509) 880-5220
Jacob Huylar	Engineering Services Manager	Assess situation, provide information to City Engineer and PW Director. Assemble staff as needed and give direction.	(509) 888-3224		(509) 880-8160
Donald Nelson	Development Review Engineer		(509) 888-3255		(509) 881-4066
Steve Dobron	Project Engineer		(509) 888-3666		(267) 394-0782
Gary Faulkner	Engineering Tech Senior		(509) 888-3207		(509) 670-1477
Ryan Harmon	Project Engineer		(509) 888-3207		(509) 670-6728
Emma Honeycutt	Project Engineer		(509) 888-3209		(509) 470-5289
Jeremy Hoover	Senior Engineer - Utilities		(509) 888-3212		(505) 340-8870
Jake Lewing	Project Engineer		(509) 888-3224		(713) 882-9308
Natalie Thresher	Contracts Coordinator		(509) 888-3296		(509) 880-1077
Nathan Warden	Engineering Tech		(509) 888-3214		(509) 423-0360
Joshua Velazquez	Engineering Tech Senior		(509) 888-3226		(206) 250-6655

Environmental Department

Employee	Title/Function	Responsibilities during Emergency	Office Phone #	Home Phone #	Cellular #
Rob Jammerman	Public Works Director	Head of department and lead person. Inform Mayor of incident as necessary and keep him apprised of situation.	(509) 888-3205		(425) 471-2132
Jessica Shaw	Environmental Manager	Receives call, assess situation, informs UM, UAM, PWD and calls employees if necessary and other environmental agencies.	(509) 888-3225		(509) 630-5007
Terry O'Keefe	Utilities Assistant Manager	Assists Environmental Manager. Keeps UM and PW Director informed.	(509) 888-3230		(509) 669-9898
	Utilities Manager	Assists UAM and Environmental Manager. Keeps PWD apprised of situation.	(509) 888-3287		
James Frost	Cross-Connection Control Specialist		(509) 888-3227		(509) 860-6248
Kelsey Grover	Stormwater Technician		(509) 888-3273		(509) 630-1299
Paula Salter	Water Quality Specialist		(509) 888-3228		(509) 293-1890
Jennifer Rayson	PW Customer Service/Permit Specialist		(509) 888-3229		(509) 670-8336

GIS Department

Employee	Title/Function	Responsibilities during Emergency	Office Phone #	Home Phone #	Cellular #
Rob Jammerman	Public Works Director	Head of department and lead person. Inform Mayor of incident as necessary and keep him apprised of situation.	(509) 888-3206		(425) 471-2132
Matt Collins	GIS Manager	Provide information to Director. Assist all departments needing GIS information and keep PW Director apprised of situation.	(509) 888-3237		(318) 426-0135
Ron Hall	GIS Analyst		(509) 888-3208		(509) 885-4702
Brent Corbaley	GIS Operations Technician		(509) 888-3665		(509) 668-0627

City of Wenatchee Public Works - Appendix Regional Water Department

Employee	Title/Function	Responsibilities during Emergency	Office Phone #	Home Phone #	Cellular #
Rob Jammerman	Public Works Director	Head of department and lead person. Inform Mayor of incident as necessary and keep him apprised of situation.	(509) 888-3205		(425) 471-2132
Tony Scherling	Regional Water Operator – Sr.	Receives call, assess situation, informs UM, UAM, PWD and calls employees if necessary.	(509) 884-7771		(509) 670-0802
Terry O'Keefe	Utilities Assistant Manager	Assists Regional Water Operator - Sr. Keeps UM and PW Director informed.	(509) 888-3230		(509) 669-9898
	Utilities Manager	Assists UAM and Regional Water Operator - Sr. Keeps PWD apprised of situation.	(509) 888-3287		
Dennis Smith	Regional Water Operator		(509) 884-7771		(509) 679-6810
Brian Jones	Utility Worker – Water		(509) 888-3274		(509) 668-7323

Storm/Sewer Collections Department

Employee	Title/Function	Responsibilities during Emergency	Office Phone #	Home Phone #	Cellular #
Rob Jammerman	Public Works Director	Head of department and lead person. Inform Mayor of incident as necessary and keep him apprised of situation.	(509) 888-3205		(425) 471-2132
Adam Nealy	Storm/Sewer Collections Supervisor	Receives call, assess situation, informs UM, UAM, PWD and calls employees if necessary. Notifies environmental agencies if necessary.	(509) 888-3291		(801) 512-3008
Terry O'Keefe	Utilities Assistant Manager	Assists Storm/Sewer Collections Supervisor. Keeps UM and PW Director informed.	(509) 888-3230		(509) 669-9898
	Utilities Manager	Assists UAM and Storm/Sewer Collections Supervisor. Keeps PWD apprised of situation.	(509) 888-3287		
Cande Amante	Utility Worker – Storm/Sewer Collections		(509) 888-3291		(509) 860-0274
Barry Clements	Utility Worker – Storm/Sewer Collections		(509) 888-3291		(509) 630-6237
Mike Webster	Utility Worker – Storm/Sewer Collections – Temp		(509) 888-3291		(509) 679-9280
Efrain Ramirez	Utility Worker – Storm/Sewer Collections		(509) 888-3291		(509) 415-5259

WWTP Department

Employee	Title/Function	Responsibilities during Emergency	Office Phone #	Home Phone #	Cellular #
Rob Jammerman	Public Works Director	Head of department and lead person. Inform Mayor of incident as necessary and keep him apprised of situation.	(509) 888-3205		(425) 471-2132
Adam Reichert	Wastewater Supervisor	Receives call, assess situation, informs UM, UAM, PWD and calls employees if necessary. Notifies environmental agencies if necessary.	(509) 888-3238		(509) 881-5506
Terry O'Keefe	Utilities Assistant Manager	Assists Wastewater Supervisor. Keeps UM and PW Director informed.	(509) 888-3230		(509) 669-9898
	Utilities Manager	Assists UAM and Wastewater Supervisor. Keeps PWD apprised of situation.	(509) 888-3287		
Chad Noah	WWTP Operator		(509) 888-3241		(509) 770-0182
Travis Clark	WWTP Operator		(509) 888-3241		(509) 237-3341
Andy Dorsey	WWTP Maintenance Technician		(509) 888-3242		(509) 237-3341
Katy Landers	WWTP Lab Technician		(509) 888-3239		(509) 699-9440
Josh Rader	WWTP Operator		(509) 888-3241		(509) 596-8212
Devlin Walt	WWTP Maintenance Technician		(509) 888-3242		(509) 670-0349

City of Wenatchee Public Works - Appendix Water Department

Employee	Title/Function	Responsibilities during Emergency	Office Phone #	Home Phone #	Cellular #
Rob Jammerman	Public Works Director	Head of department and lead person. Inform Mayor of incident as necessary and keep him apprised of situation.	(509) 888-3205		(425) 471-2132
Will Weems	Water Distribution Supervisor	Receives initial call, determines plan of action, calls UM, UAM and puts crew into action.	(509) 888-3233		(509) 679-8175
Terry O'Keefe	Utilities Assistant Manager	Assists WDS with assembling of crew, needed equipment, parts, etc. Keeps UM and PW Director informed.	(509) 888-3230		(509) 669-9898
	Utilities Manager	Assists UAM and WDS. Keeps PWD apprised of situation.	(509) 888-3287		
Josh Manring	Utility Worker – Water		(509) 888-3274		(509) 679-5891
Jerry Craddock	Water Service Specialist		(509) 888-3232		(509) 669-5360
Brian Jones	Utility Worker – Water		(509) 888-3274		(509) 668-7323
Andy O'Kelley	Utility Worker – Water		(509) 888-3274		(509) 881-4108
Trent Osborn	Maint. Worker 1 – Water		(509) 888-3274		(509) 881-4478
Nick Pell	Utility Worker – Water		(509) 888-3274		(509) 591-8929
Brian Smiddy	Utility Worker – Water		(509) 888-3274		(509) 393-5329
Eric Janzen	Maint. Worker 1 – Water		(509) 888-3274		(509) 433-8011
Tony Scherting	Regional Water Operator - Sr		(509) 884-7771		(509) 670-0802
Dennis Smith	Regional Water Operator		(509) 884-7771		(509) 679-6810

Traffic Department

Employee	Title/Function	Responsibilities during Emergency	Office Phone #	Home Phone #	Cellular #
Rob Jammerman	Public Works Director	Head of department and lead person. Inform Mayor of incident as necessary and keep him apprised of situation.	(509) 888-3205		(425) 471-2132
Gary Owen	City Engineer	Provide information to Director, assist Traffic Technicians and give direction as needed.	(509) 888-3204		(509) 860-5220
Josh Winn	Traffic & Lighting Technician – Senior	Assess situation, call other technician out as needed. Advise PW Director and City Engineer of plan of action.	(509) 888-3222		(509) 630-4849
Nikk Johnson	Traffic & Lighting Technician	Assist Senior Technician.	(509) 888-3222		(509) 670-6531

Street Department

Employee	Title/Function	Responsibilities during Emergency	Office Phone #	Home Phone #	Cellular #
Rob Jammerman	Public Works Director	Head of department and lead person. Inform Mayor of incident as necessary and keep him apprised of situation.	(509) 888-3205		(425) 471-2132
Aaron Kelly	Public Works Operations Manager	Provide information to Director, assist Street Supervisor and give direction as needed.	(509) 888-3290		(509) 679-9968
Andy Greer	Street Supervisor	Assess situation, call leadworker to get team on the ground. Advise PW Director and PW Operations Supervisor of plan of action.	(509) 888-3245		(509) 630-9789
Jason Erickson	Maintenance Worker II – Streets – Leadworker	Call Street crew members in to action.	(509) 888-3245		(509) 951-3194
Erick Bradford	Maintenance Worker II – Streets		(509) 888-3245		(509) 679-8803
Pablo Chavolla	Maintenance Worker II – Streets		(509) 888-3245		(509) 679-5462
Todd Davis	Maintenance Worker II – Streets		(509) 888-3245		(509) 860-5120
Andy Gill	Maintenance Worker II – Streets		(509) 888-3245		(509) 860-3390
Billy Hale	Maintenance Worker II – Streets		(509) 888-3245		(509) 886-0710
Lukas Lee	Maintenance Worker II – Streets		(509) 888-3245		(509) 630-6347
Flint Neely	Maintenance Worker II – Streets		(509) 888-3245		(509) 885-5945
Bill Schneider	Maintenance Worker II – Streets		(509) 888-3245		(509) 421-7453

Wenatchee Police Department - Law Enforcement Appendix

Purpose

To provide for effective coordination of Wenatchee public safety and law enforcement operations and resources during emergency or disaster situations.

Core Capabilities

The Wenatchee Police Department (WPD) is one of the **primary agencies**, having significant authorities, roles, resources to provide the following core capabilities in response to emergency and disaster incidents.

Primary Core Capabilities	
Operational Coordination	Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of Core Capabilities.
On-scene Security, Protection, & Law Enforcement	Ensure a safe and secure environment through law enforcement and related security and protection operations for people and communities located within affected areas and also for response personnel engaged in lifesaving and life-sustaining operations.

The Wenatchee Police Department is also a **support agency**, having specific capabilities or resources that support primary agencies in executing the following core capabilities.

Support Core Capabilities	
Public Information and Warning	Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.
Critical Transportation	Provide transportation (including infrastructure access and accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment, and services into the affected areas.
Environmental Response/Health & Safety	Conduct appropriate measures to ensure the protection of the health and safety of the public and workers, as well as the environment, from all hazards in support of responder operations and the affected communities.
Fatality Management Services	Provide fatality management services, including decedent remains recovery and victim identification, and work with local, state, tribal, territorial, insular area, and Federal authorities to provide mortuary processes, temporary storage or permanent internment solutions, sharing information with mass care services for the purpose of reunifying family members and caregivers with missing persons/remains, and providing counseling to the bereaved.
Mass Search & Rescue Operations	Deliver traditional and atypical search and rescue capabilities, including personnel, services, animals, and assets to survivors in need, with the goal of saving the greatest number of endangered lives in the shortest time possible.

Wenatchee Police Department - Law Enforcement Appendix

Public Health, Healthcare & Emergency Medical Services	Provide lifesaving medical treatment via Emergency Medical Services and related operations and avoid additional disease and injury by providing targeted public health, medical, and behavioral health support and products to all affected populations.
Situational Assessment	Provide all decision makers with decision-relevant information regarding the nature and extent of the hazard, any cascading effects, and the status of the response.

Authorities and Policies

RCW 10.93: The Wenatchee Police Department is a General Authority Washington Law Enforcement Agency.

RCW 43.101.095(1); RCW 43.101.200(1): It is the policy of the Wenatchee Police Department to authorize peace officer powers pursuant to applicable state law. All sworn officers employed by the Wenatchee Police Department shall receive certification by CJTC prior to assuming law enforcement duties and responsibilities

RCW 10.93: Coordination between the City of Wenatchee Police Department, the Chelan County Sheriff's Office, and other law enforcement agencies is facilitated by the Washington Mutual Aid Peace Officers Powers Act City of Wenatchee Police Department personnel sent to assist other jurisdictions will maintain their own supervision and chain of command.

NIMS and ICS: The City has adopted the Incident Command System (ICS) established by the National Incident Management System (NIMS) as the standard incident organizational structure for the management of all incidents.

The Wenatchee Police Department Policy Manual will establish the procedures and guidelines when using the Incident Management System for emergency operations.

The Wenatchee Police Department will, within the limits of their resources and authority, coordinate and support essential law enforcement operations.

Situation Overview

Law enforcement operations during emergencies and disasters include a wide range of public safety and security functions. These may include warning and evacuation, scene security, criminal investigation, access control and emergency traffic regulation enforcement. Law enforcement operations may include multiple agencies or jurisdictions.

The Chelan County hazard identification and vulnerability analysis (HIVA) identified the natural and technological emergencies or disasters the city may experience. Natural hazards are events caused by nature and include, but are not limited to, earthquakes, floods, severe storms and wildland fires. Technological emergencies are defined as manmade events such as dam failures, hazardous materials releases, terrorism acts, transportation accidents and urban fires. The impact of these potential hazards may threaten or cause injury and loss of life along with property and environmental damage in the city.

- Normal response will be hampered by such occurrences as bridge failures, landslides, fallen debris, flooding or fire. Police response times will be delayed and response to incidents may need to be prioritized.
- Mutual Aid agencies and other resources normally available to support police operations may be unavailable as a result of the incident.

The 2019 Chelan County Natural Hazard Mitigation Plan, Volume 2: Planning Partner Annexes, illustrates the local natural hazards of concern for the City of Wenatchee. The ranking process involves an assessment of the likelihood of occurrence for each hazard, along with its potential impacts on people, property and the economy.

Wenatchee Police Department - Law Enforcement Appendix

City of Wenatchee – Hazard Risk Ranking

Rank	Hazard Type	Risk Rating Score (Probability x Impact)	Category
1	Wildfire	54	High
2	Severe Weather	45	High
3	Flooding	42	High
4	Earthquake	34	High

These natural hazards, as well as other emergencies and disasters, pandemics or mass fatality emergencies can occur at any time, causing significant loss of life, as well as damage to the infrastructure and loss of essential services.

Concept of Operations

Upon notification of an incident, the Wenatchee Police Department will mobilize appropriate resources to:

- a. Reduce loss of life and property damage
- b. Reduce and/or mitigate disruptions to operations and essential community services
- c. Protect critical facilities, equipment, vital records, and other assets
- d. Maintain clear lines of authority and delegation of authority
- e. Stabilize the incident in conjunction with other resources

Mobilization and recall of department personnel will be accomplished in accordance with Wenatchee Police Department Policy 202.

Responsibilities of Bureaus, Divisions, and Sections of the department are defined within Wenatchee Police Department policy. Command and Control of those areas are defined in Wenatchee Police Department Policy 200.

Essential functions of the Wenatchee Police Department defined in the Continuity of Operations Plan (COOP) are:

- a. Department Administration
- b. Patrol Operations
- c. Investigations
- d. Recordkeeping

Mobilization and demobilization will be conducted to maintain effective staffing to cover these four areas and additional assignments provided through mutual aid agreements.

Functional Areas of Responsibility

Some functions of this Department may include, but are not limited to, the following:

- Alerts and Warning
- Delivering Actionable Guidance
- Culturally Appropriate Messaging
- Traditional Communications
- Protecting Sensitive Information
- Command, Control, and Coordination
- Allocating and Mobilizing Resources
- Determining Priorities, Objectives, and Strategies
- Ensuring Information Flow
- Ensuring Unity of Effort
- Ensuring Continuity of Government and Essential Services
- Establishing a Common Operating Picture
- Establishing Lines of Communication
- Infrastructure Site Assessments
- Public Safety Facilities
- Evacuation
- Establishing Access
- Delivery of Response Assets

Wenatchee Police Department - Law Enforcement Appendix

- Reentering Affected Area
- Transportation Safety and Condition Assessments
- Responder Safety
- Survivor Safety and Assistance
- Body Recovery
- Triage and Initial Stabilization of Casualties
- Search and Rescue Operations
- Community-Based Search & Rescue Operations
- Law Enforcement
- Protecting Response Personnel
- Securing Disaster Areas
- Interoperable Communications Between Responders
- Communication Between Responders and the Affected Population
- Data Communications
- Voice Communications
- Analyzing Information
- Assessing Hazard Impacts
- Tracking Response Activities

Whole Community Involvement

The “Whole Community” approach attempts to engage the full capacity of the public, including individuals, families, households and communities: private and nonprofit sectors; and local, tribal, state and Federal governments. This includes businesses, faith-based and disability organizations, and the general public including people with Access and Functional Needs (AFN), people covered under the Americans with Disabilities Act (ADA), and people with Limited English Proficiency (LEP), and culturally diverse populations.

Recipients of any federal funds must acknowledge and agree to comply with applicable provisions of federal civil rights laws and policies prohibiting discrimination, including, but not limited to: Title VI of the Civil Rights Act of 1964, which prohibits recipients from discriminating on the basis of race, color, or national origin. Recipients of federal financial assistance must also take reasonable steps to provide meaningful access for persons with Limited English Proficiency (LEP) to their programs and services.

Wenatchee Police Department Policies 331 (Limited English Proficiency) and 433 (Medical Aid and Response) address LEP, ADA, and AFN integration into all phases of emergency management as applicable to department responsibilities. The Department is service oriented and encourages community-based partnerships to address critical safety and enforcement issues, as well as equal access to communication assistance and services.

Primary Core Capabilities and Critical Tasks

Each of the Core Capabilities identified for the Wenatchee police Department has one or more critical tasks that are listed in the following table. These operationally focused critical tasks are defined and pre-assigned to each Core Capability based on Federal guidance documents.

Mission Area	Critical Task I.D.	Critical Task
Operational Coordination		
Response	1	Mobilize all critical resources and establish command, control, and coordination structures within the affected community, in other coordinating bodies in surrounding communities, and across the Nation, and maintain as needed throughout the duration of an incident.
Response	2	Enhance and maintain command, control, and coordination structures consistent with the National Incident Management System (NIMS) to meet basic human needs, stabilize the incident, and transition to recovery.

Wenatchee Police Department - Law Enforcement Appendix

Mission Area	Critical Task I.D.	Critical Task
On-scene Security, Protection, & Law Enforcement		
Response	1	Establish a safe and secure environment in an affected area.
Response	2	Provide and maintain on-scene security and meet the protection needs of the affected population over a geographically dispersed area while eliminating or mitigating the risk of further damage to persons, property, and the environment.

Support Core Capabilities and Critical Tasks

Mission Area	Critical Task I.D.	Critical Task
Public Information and Warning		
Response	1	Inform all affected segments of society of critical lifesaving and life-sustaining information by all means necessary, including accessible tools, to expedite the delivery of emergency services and aid the public to take protective actions.
Response	2	Deliver credible and actionable messages to inform ongoing emergency services and the public about protective measures and other life-sustaining actions, and facilitate the transition to recovery.

Mission Area	Critical Task I.D.	Critical Task
Critical Transportation		
Response	1	Establish physical access through appropriate transportation corridors and deliver required resources to save lives and to meet the needs of disaster survivors.

Mission Area	Critical Task I.D.	Critical Task
Environmental Response / Health and Safety		
Response	2	Minimize public exposure to environmental hazards through assessment of the hazards and implementation of public protective actions.

Mission Area	Critical Task I.D.	Critical Task
Fatality Management Services		
Response	1	Establish and maintain operations to recover a significant number of fatalities over a geographically dispersed area.
Response	2	Facilitate care to survivors.

Mission Area	Critical Task I.D.	Critical Task
Mass Search & Rescue Operations		
Response	1	Conduct search and rescue operations to locate and rescue persons in distress.
Response	2	Initiate community-based search and rescue support operations across a wide, geographically dispersed area.

Mission Area	Critical Task I.D.	Critical Task
Public Health		
Response	2	Complete triage and initial stabilization of casualties, and begin definitive care for those likely to survive their injuries.

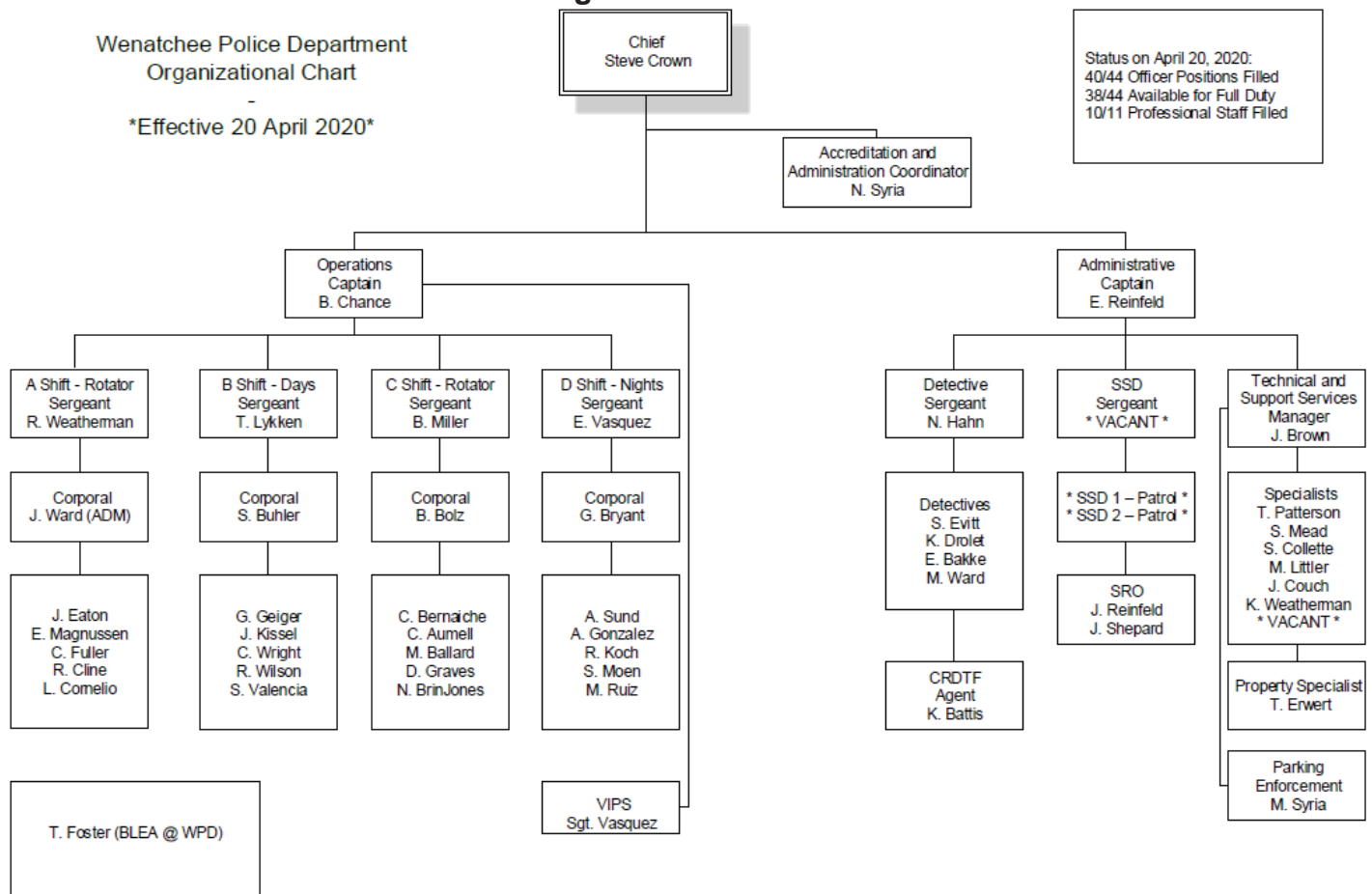
Wenatchee Police Department - Law Enforcement Appendix

Mission Area	Critical Task I.D.	Critical Task
Situational Assessment		
Response	1	Deliver information sufficient to inform decision making regarding immediate lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs and stabilize the incident.
Response	2	Deliver enhanced information to reinforce ongoing lifesaving and life-sustaining activities, and engage governmental, private, and civic sector resources within and outside of the affected area to meet basic human needs, stabilize the incident, and transition to recovery.

Organization

The Wenatchee Police Chief is appointed by the City Mayor. The department is authorized 55 paid members, with 44 of the team members serving as sworn police officers. The Police Chief has two Captains that oversee Operations and Administrative Bureaus. Operations includes the department's Patrol Division. Administrative includes the Investigation Division, Special Services Division and Technical and Support Services including the Records Division, Property and Evidence Section, and Parking Enforcement. Professional Staff fill roles from Accreditation and Administration Coordinator, to Technical and Support Services Manager, through Records and Property Specialists, and Parking Enforcement. The Department also maintains a volunteer group, VIPs, with approximately 15 members who can assist with community outreach and other support tasks.

Wenatchee Police Department Organizational Chart



Wenatchee Police Department - Law Enforcement Appendix

Direction, Control, & Coordination

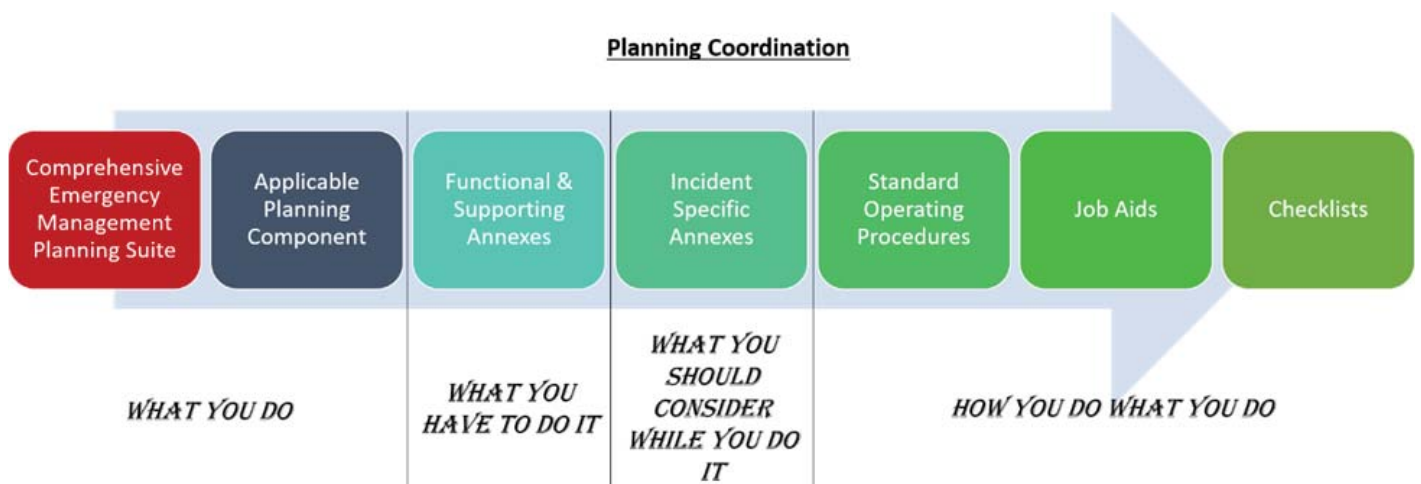
The Incident Command System (ICS) is the basis for all direction, control and coordination of emergency response and recovery efforts conducted under this plan. ICS will be used to provide a common organizational structure and framework for multiagency/multi-jurisdiction operations and coordinating emergency management related actions, resources, and activities with other federal, state, county, regional, private-sector, and nongovernmental organizations.

The operations of the emergency management within Chelan County are established by the Inter-local Agreement between the County of Chelan and the Cities of Cashmere, Chelan, Entiat, Leavenworth and Wenatchee.

All disasters and emergencies begin locally, and local jurisdictions working in collaboration with county and other local public safety agencies to provide initial response. The complexity of emergency response operations during a disaster or emergency requires that direction, control, and coordination channels are formalized and understood by all involved in the incident.

Local incident commanders lead tactical direction and control activities. Incident commanders report as specified in their chain of command and request resources through the Chelan County Emergency Operations Center (EOC). When public, private, and mutual aid or inter-local agreement resources from adjacent political subdivisions are exhausted, the county EOC requests assistance from the State Emergency Operations Center (SEOC)

The following graph illustrates the relationship of the Comprehensive Emergency Management Plan Basic Plan with the Emergency Management Annex and Appendixes, and the department's operation procedures and guidelines that establish the local tactical direction and control activities.



Horizontal Integration

Wenatchee City Code

The *Wenatchee City Code* is current through Ordinance 2020-10, and legislation passed through February 27, 2020.

Chelan County Natural Hazard Mitigation Plan

The 2019 revision is a comprehensive document that evaluates and identifies natural hazards, potential risks from those hazards, and projects to mitigate for and respond to hazard events.

Wenatchee Police Department - Law Enforcement Appendix

Chelan / Douglas LEPC Hazardous Materials Emergency Response Plan (December 2018) This plan replaced Emergency Support Function (ESF 10), Oil and Hazardous Materials Response, of the 2014 Chelan County CEMP. The plan establishes the policies and procedures under which the County of Chelan will operate in the event of a hazardous materials incident, oil spill, or other release.

Chelan / Douglas Area Emergency Services Mutual Aid Agreement

Based on the provisions of Chapter 39.34 RCW, RCW 35.84.040, and RCW 52.12.111, this mutual aid agreement provides the signature cities, fire districts and other public safety agencies with a mechanism for requesting mutual aid for fire protection, rescue, and other emergency situations.

Vertical Integration

Washington Association of Sheriffs & Police Chiefs (WASPC) – Wenatchee Police Department is an accredited agency. Last accreditation was awarded in 2019 and is up for renewal in 2023.

National Incident Management System (NIMS)

A system mandated by Homeland Security Presidential Directive 5 (HSPD-5) that provides a consistent nationwide approach for domestic disaster incidents.

Information Collection, Analysis, & Dissemination

Information Collection

Monitoring Hazard Information	WA Crime Information Center WA State Fusion Center
Situation Status Information	Potential hazards Current situations – location, impact, extent Other information needed for decision making
Operational Information	Information on incident regarding people property, and status of emergency services Impact assessments: <ul style="list-style-type: none"> • Injuries and fatalities • Critical infrastructure and property threatened, damaged, or lost • Agencies involved and numbers of units on the scene and responding. Threats to responders and to the public
Resource Information	Resource typing and inventory Resource needs, including: Types, Amounts, Locations, Estimated costs Resource availability Resource tracking, reporting, and accountability
Public Information	Alert system notices and other predictive information Information about degrees of threat to the general public, areas to avoid, and similar information. Information on protective measures, such as evacuation routes, shelter-in-place or other lifesaving measures

Wenatchee Police Department - Law Enforcement Appendix Information Analysis

Monitoring Hazard Information	Credible threats for terrorism activities Public safety risks of potential hazards
Situation Status Information Operational Information	Used to develop situation reports (sit-reps) as an incident progresses.
Operational Information Public Information	To determine alerts and notifications to provide credible and actionable messages to inform emergency services and the public
Resource Information	Analysis of information and planning for anticipated resources to support emergency response and damage assessment and recovery activities.

Information Dissemination

Monitoring Hazard Information	Emergency alerts and forecasting of potential hazards or risk
Situation Status Report (Sit-Rep) Operational Information	Information will be used to brief the Mayor (and Policy Group) and inform all involved city departments and agencies on the situation, initial response, and for planning purposes.
Resource Information	Resource information will be used to identify, inventory, dispatch, mobilize, transport, and demobilize human and material resources to ensure sustained operations.
Public Information	Alert system notices and other predictive information Information about degrees of threat to the general public, areas to avoid, and similar information. Information on protective measures, such as evacuation routes, shelter-in-place or other lifesaving measures

Responsibilities

Response is comprised of the coordination and management of resources (including personnel, equipment, and supplies) utilizing the Incident Command System in an all-hazards approach; and measures taken for life/property/environmental safety. The response phase is a reaction to the occurrence of a catastrophic disaster or emergency.

Response	Critical Task I.D.	Activity/Action
Operational Coordination	Command, Control, and Coordination	
	1,2	Conduct all emergency operations utilizing the accepted concepts and principals of the Incident Command System.
Operational Coordination	Allocating and Mobilizing Resources	
	1	Mobilizing appropriate resources required to meet the objectives of the incident

Wenatchee Police Department - Law Enforcement Appendix

Response	Critical Task I.D.	Activity/Action
Operational Coordination	Determining Priorities, Objectives, and Strategies	
	1,2	Participate in Unified Command to establish common priorities, objectives, and strategies
Operational Coordination	Ensuring Information Flow	
	1,2	Establishing command and tactical radio frequencies for all incident operations
	1,2	Establish interoperable radio channels when working with other jurisdictions or agencies
	1,2	Maintain a constant flow of information during incident
Operational Coordination	Ensuring Unity of Effort	
	1,2	Establishing or participating in unified command to establish common objectives and coordinate activities
Operational Coordination	Ensuring Continuity of Government and Essential Services	
	2	Assist with activation of continuity of Government and Operations plan.
Operational Coordination	Establishing a Common Operating Picture	
	1	Provide size-up and impact of on-scene incident threats and information to facilitate a common operation picture.
Operational Coordination	Establishing Lines of Communication	
	1,2	Establish radio communications with Command and other public safety responders to facilitate incident operations.
On-scene Security, Protection, & Law Enforcement	Law Enforcement	
	1,2	Provide law enforcement, security, and protection for people and community involved.
On-scene Security, Protection, & Law Enforcement	Protecting Response Personnel	
	2	Provide on-scene security
	1	Establish a safe and secure environment in affected area.

Wenatchee Police Department - Law Enforcement Appendix

Response	Critical Task I.D.	Activity/Action
On-scene Security, Protection, & Law Enforcement	Securing Disaster Areas	
	2	Protect and secure the scene during operations
Critical Transportation	Evacuation	
	1	Provide emergency traffic road blocks and traffic control to assist evacuation efforts
Critical Transportation	Delivery of Response Assets	
	1	Provide emergency traffic road blocks and traffic control to assist emergency response efforts of Fire and EMS to save lives and assist disaster survivors
Critical Transportation	Transportation Safety and Condition Assessments	
	1	Provide emergency traffic road blocks and traffic control to assist Public Works and DOT efforts to restore traffic safety conditions
Environmental Response/ Health & Safety	Responder Safety	
	1	Provide traffic control and scene security to protect the public and responders
Environmental Response/ Health & Safety	Survivor Safety and Assistance	
	2	Initiate and/or assist with evacuation efforts
Fatality Management	Body Recovery	
	1	Protect and secure the scene during operations
	2	Provide Initial stabilization of disaster scene casualties
Operational Communications	Interoperable Communications Between Responders	
	1	Establish radio communications with Command and other public safety responders to facilitate incident operations.
Operational Communications	Communication Between Responders and the Affected Population	
	1	Initiate and/or assist with communication to the public of life safety information, such as hazardous materials incidents or evacuation information.

Wenatchee Police Department - Law Enforcement Appendix

Response	Critical Task I.D.	Activity/Action
Public Health	Triage and Initial Stabilization	
	2	Initiate triage and stabilization of victims during active shooter and other disaster situations
Mass Search & Rescue	Search and Rescue Operations	
	1	Initiate and coordinate search and rescues to locate and/or rescue persons in distress
Mass Search & Rescue	Community-Based Search and Rescue Support	
	2	Initiate and coordinate community-based search and rescue operations that cover a wide area.
Public Information & Warning	Delivering Actionable Guidance	
	1,2	Assist with providing the community with the most up-to-date information on current hazards and potential secondary hazards. Included with information will be information regarding shelter-in-place guidance, evacuation routes, shelter locations, and assistance services.
Public Information & Warning	Alerts and Warnings	
	1	Assist with providing the community with alert messaging when hazards either immediately threaten or potentially threaten populated areas. Providing this messaging as soon as possible will enable the public to take protective actions and potentially lessen the impact to life safety. This will also allow those community members with Access and Functional Needs additional time to take action.
Public Information & Warning	Culturally and Linguistically Appropriate Messaging	
	2	Disseminate all information in English and Spanish. Also provide interpreters and closed captioning services when messages are relayed and conducted verbally.
Public Information & Warning	Protecting Sensitive Information	
	2	Ensure that community member's names are not used when delivering incident information. The release of this information may affect law enforcement activities or interfere with the family reunification process

Wenatchee Police Department - Law Enforcement Appendix

Response	Critical Task I.D.	Activity/Action
Public Information & Warning	Traditional Communications Mechanisms	
	1	Assist with providing the community with accurate and timely information and warning through a public information officer (PIO). Traditional communication mechanisms include radio and television broad casting media, social media, and press releases. Multi-jurisdictional responses require organized coordination of all jurisdictions and disciplines through the activation of a Joint Information Center (JIC).
Situational Assessment	Analyzing Information	
	1,2	Analyze information to determine credible threats to public safety and protection
Situational Assessment	Assessing Hazard Impacts	
	1,2	Provide size-up and impact of on-scene incident threats and information to facilitate a common operation picture
Situational Assessment	Tracking Response Activities	
	1,2	Track all response activities for disaster response expenses and potential reimbursement

Resource Requirements for EOC Operations

When appropriate, Wenatchee Police Department will assign a representative to the EOC or command post, as the circumstances dictate.

All department and agency representatives invited to participate in EOC operations at the 206A Easy Street location, or an alternate location, should be reminded to provide their own laptop computers, cell phones, and any references and supporting guidance (useful plans, maps, or checklists) needed for EOC operations.

References and Supporting Guidance

- Wenatchee Police Department Policy Manual
- Wenatchee Police Department Supplemental Policy Manual
- Wenatchee Police Department Continuity of Operations Plan (COOP)
- Wenatchee Police Department Roster
- Wenatchee Police Department Volunteers in Police Service Policy



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Website: www.wenatcheewa.gov

**CITY OF WENATCHEE
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN
ADOPTION AND PROMULGATION MEMORANDUM**

The City of Wenatchee designated Chelan County Emergency Management Department (CCEMD) as its Emergency Management Organization (EMO) through a contract entered into on November 7, 2019. As part of being the designated EMO, CCEMD prepared a 2020 revision of the City's Comprehensive Emergency Management Plan (CEMP).

This CEMP is required by law and is the basis for an integrated system of emergency management in the City of Wenatchee. The City of Wenatchee recently promulgated the June 2020 CEMP. This 2020 revision of the CEMP represents a substantial shift from previous revisions of the CEMP by aligning to the National Preparedness Goal through the incorporation of common core capabilities and the use of department/agency focused support annexes and appendixes to provide the most accurate and executable plan for the City of Wenatchee.

The CEMP meets the requirements of RCW 38.52.070 and the criteria of WAC 118-30-060 and has been reviewed by the Washington State Emergency Management Division as part of the normal five-year revision to ensure its conformity to applicable regulatory requirements and the standards of Federal or state agencies and for its usefulness in practice. The CEMP is intended as a comprehensive framework for countywide preparedness in the Prevention, Protection, Mitigation, Response, and Recovery Mission Areas. The CEMP is consistent with the National Response Framework to provide a format that all local jurisdictions can follow, promoting interoperability at all levels of response.

Please contact Sergeant Kent Sisson for further information and at (509) 667-6864 or in writing at the Chelan County Sheriff's Office, 401 Washington Street, #1, Wenatchee, WA 98801

Frank Kuntz, Mayor

Date



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Jacob Huylar, Engineering Services Manager
Public Works Department

MEETING DATE: July 23, 2020

I. SUBJECT

City Project 1914 – First Street Bikeway Safety Improvements
Authorization to Award Construction Contract

II. ACTION REQUESTED

Staff recommends the City Council approve the project budget amendment, award the construction contract for the First Street Bikeway Safety Improvements, Project No. 1914, to Rudnick and Sons LLC in the amount of \$283,054.00, and authorize the Mayor to sign the contract documents.

III. OVERVIEW

The First Street Corridor is identified as a “Priority Project” in the Chelan-Douglas Transportation Council’s *Wenatchee Valley Bicycle Master Plan*. The City applied for a grant through WSDOT’s “Pedestrian and Bicycle Program” in May 2018 to install bicycle improvements along First Street between Miller and Wenatchee Avenue. Improvements will include residential traffic circles and sharrows on First Street between Miller and Chelan Avenue, as well as re-striping First Street between Chelan Avenue and Wenatchee Avenue to include separated bike lanes which will remove parking from the south side of the street, and maintain parking on the north side of the street.

The City was awarded \$342,800 in grant funding in June of 2019, for both the Design and Construction phases. The Design phase took place during the fall of 2019 and winter of 2020. The project was advertised for bids on June 17, 2020. The City received two bids. KRCI submitted a bid of \$297,256, and Rudnick and Sons LLC was the low bidder at \$283,054.

IV. FISCAL IMPACT

The low bid came in 1.1% below the engineer’s estimate of \$286,374.00. Based on current and projected expenses, the project is tracking to be approximately 11% over the original Grant funding. This overage was expected due to some design revisions at the request of both the Public Works Committee as well as city maintenance staff. Therefore, the attached budget amendment will be presented to the Finance Committee on July 23rd.

V. PROPOSED PROJECT SCHEDULE

The construction contract includes 30 working days. The project should begin in early August and conclude in September.

VI. REFERENCE(S)

1. Project Budget Amendment
2. Bid Tabulation

VII. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Rob Jammerman, Public Works Director
Gary Owen, City Engineer
Emma Honeycutt, Project Engineer
Natalie Thresher, Contracts Coordinator
Ruta Jones, Administrative Assistant
Brad Posenjak, Finance Director



2020 Capital Project Budget

Date: July 23, 2020 Project Number: 1914

Project Name: First Street Bikeway Dept/Category: Public Works - Street Project

Project Description:

Re-channelize First St between Chelan Ave and Wenatchee Ave to include two travel lanes, one parking lane, and buffered bicycle lanes. Additionally, install residential traffic circles and sharrow pavement markings on First St between Miller St and Chelan Ave.

Project Lead:	Emma Honeycutt	Start Year:	2019
Assigned Department:	Engineering	End Year:	2020
Original Project Budget:	\$342,800	Total City Funding:	\$37,000
Budget Amendment:	\$37,000	Other Funding:	\$342,800

Project Notes:

The original scope, which was 100% funded by a WSDOT grant, included permanent curbing along First St between Chelan and Wenatchee Ave as well as quarry spalls in the traffic circles. Revisions were made to install planters instead of curbing and stamped, pigmented concrete in place of the quarry spalls.

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2020	2021	2022+	
Design Engineering	51,500	11,200	36,506	26,194			62,700
Right of Way Acquisition							
Construction Contract	257,500	25,600		283,100			283,100
Construction Engineering	33,800			29,800	4,000		33,800
Miscellaneous							
Art Fund		200		200			200
Total Project Expenditures	342,800	37,000	36,506	339,294	4,000		379,800

Project Revenues by Category		Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
					2020	2021	2022+	
Fund:	109 - Arterial Streets		37,000		33,000	4,000		37,000
Fund:								
Fund:								
Fund:								
Fund:								
GRANTS:								
	State - Pedestrian and Bicycle	342,800		36,506	306,294			342,800
Total Project Revenues		342,800	37,000	36,506	339,294	4,000		379,800

Approved by City Council: _____ Date _____



City of Wenatchee
Bid Tabulation
First Street Bikeway Safety Imp, CPN 1914

Item No.	Item	Bid Qty.	Unit	Engineer's Estimate Unit Cost	Engineer's Estimate	Rudnick & Sons Unit Cost	Rudnick & Sons Bid Total	KRCI Unit Cost	KRCI Bid Total
1	Minor Change	1	LS	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
2	Roadway Surveying	1	LS	\$5,000.00	\$5,000.00	\$13,000.00	\$13,000.00	\$9,700.00	\$9,700.00
3	Record Drawings (\$1,000 Min.)	1	LS	\$500.00	\$500.00	\$1,500.00	\$1,500.00	\$1,000.00	\$1,000.00
4	SPCC Plan	1	LS	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$100.00	\$100.00
5	Mobilization	1	LS	\$25,000.00	\$25,000.00	\$8,500.00	\$8,500.00	\$8,000.00	\$8,000.00
6	Project Temporary Traffic Control	1	LS	\$13,500.00	\$13,500.00	\$56,000.00	\$56,000.00	\$20,000.00	\$20,000.00
7	Sawcutting	450	LF	\$3.00	\$1,350.00	\$2.50	\$1,125.00	\$2.00	\$900.00
8	Roadway Excavation Incl. Haul	102	CY	\$75.00	\$7,650.00	\$60.00	\$6,120.00	\$150.00	\$15,300.00
9	Crushed Surfacing Base Course	148	TON	\$60.00	\$8,880.00	\$60.00	\$8,880.00	\$70.00	\$10,360.00
10	Crushed Surfacing Top Course	19	TON	\$60.00	\$1,140.00	\$90.00	\$1,710.00	\$400.00	\$7,600.00
11	Commercial HMA	18	TON	\$200.00	\$3,600.00	\$300.00	\$5,400.00	\$300.00	\$5,400.00
12	Adjust Manhole	5	EA	\$500.00	\$2,500.00	\$800.00	\$4,000.00	\$500.00	\$2,500.00
13	Inlet Protection	21	EA	\$80.00	\$1,680.00	\$34.00	\$714.00	\$50.00	\$1,050.00
14	Erosion Control and Water Pollution Prevention	1	LS	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$500.00	\$500.00
15	Cement Conc. Traffic Curb and Gutter	289	LF	\$50.00	\$14,450.00	\$69.00	\$19,941.00	\$55.00	\$15,895.00
16	Planters	25	EA	\$2,500.00	\$62,500.00	\$2,120.00	\$53,000.00	\$2,750.00	\$68,750.00
17	Type 2 RPMs	168	EA	\$3.00	\$504.00	\$7.00	\$1,176.00	\$7.00	\$1,176.00
18	Adjust Monument Case and Cover	5	EA	\$300.00	\$1,500.00	\$300.00	\$1,500.00	\$250.00	\$1,250.00
19	Textured and Pigmented Cement Concrete Pavement	108	SY	\$250.00	\$27,000.00	\$180.00	\$19,440.00	\$220.00	\$23,760.00
20	Cement Conc. Sidewalk	13	SY	\$150.00	\$1,950.00	\$100.00	\$1,300.00	\$190.00	\$2,470.00
21	Permanent Signing	1	LS	\$28,200.00	\$28,200.00	\$5,000.00	\$5,000.00	\$31,635.00	\$31,635.00
22	Removing Plastic Line	1330	LF	\$2.00	\$2,660.00	\$3.00	\$3,990.00	\$3.00	\$3,990.00
23	Removing Plastic Traffic Marking	2	EA	\$300.00	\$600.00	\$195.00	\$390.00	\$170.00	\$340.00
24	Plastic Line	1500	LF	\$3.00	\$4,500.00	\$5.40	\$8,100.00	\$5.00	\$7,500.00
25	Plastic Stop Line	20	LF	\$50.00	\$1,000.00	\$32.50	\$650.00	\$30.00	\$600.00
26	Plastic Buffer Area Line	2128	LF	\$5.00	\$10,640.00	\$5.50	\$11,704.00	\$5.00	\$10,640.00
27	Plastic Traffic Arrow	2	EA	\$150.00	\$300.00	\$500.00	\$1,000.00	\$250.00	\$500.00
28	Plastic Bicycle Sharrow Symbol	15	EA	\$150.00	\$2,250.00	\$380.00	\$5,700.00	\$380.00	\$5,700.00
29	Plastic Bicycle Lane Symbol	15	EA	\$150.00	\$2,250.00	\$380.00	\$5,700.00	\$380.00	\$5,700.00
30	Green Bike Box	802	SF	\$35.00	\$28,070.00	\$21.00	\$16,842.00	\$20.00	\$16,040.00
31	Bike Pavement Marking	420	SF	\$35.00	\$14,700.00	\$21.60	\$9,072.00	\$20.00	\$8,400.00
32	Rectangular Vaned Grate	1	EA	\$500.00	\$500.00	\$600.00	\$600.00	\$500.00	\$500.00
Total				\$286,374.00	\$286,374.00	Total	\$283,054.00	Total	\$297,256.00

*Corrections by City of Wenatchee


Rudnick Total decreased by \$4,500.00 due to mathematical error

KRCI Bid Item 24 was calculated incorrectly at \$750.00, actual total \$7,500.00, increasing bid total by \$6,750.00



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Jacob Huylar, Engineering Services Manager
Public Works Department 

MEETING DATE: July 23, 2020

I. SUBJECT

City Project SW20-04 – Unit-Priced Concrete Flatwork
Authorization to Award Construction Contract

II. ACTION REQUESTED

Staff recommends that the City Council award the construction contract for the Unit-Priced Concrete Flatwork, Project No. SW20-04, to Black Forest Finishing in the amount of \$295,585.50 and authorize the Mayor to sign the contract documents.

III. OVERVIEW

The city had a one year, on-call concrete contract with Black Forest Finishing that expired on May 28, 2020. The contract facilitated timely restoration of concrete infrastructure during times when the city's maintenance crews were experiencing increased workloads.

At this time, the city has \$100,000 earmarked for replacement of select concrete roadway panels. It is expected that the concrete roadway work will be completed via this contract as one or multiple task assignments. Other concrete related items were included in the bid documents to allow the maintenance crews greater flexibility in managing their workload. The quantities shown in the bid tabulation are an estimate to provide a common proposal for bidders. Payment will be based strictly on the work performed, and the city has no obligation to assign a minimum amount of work.

The project was distributed to MRSC's Small Works Roster on June 30, 2020 and only one bid was received on July 14, 2020. Therefore, Black Forest Finishing is the lowest responsive bidder.

IV. FISCAL IMPACT

The contract is available to all city maintenance crews. It is expected that task assignments will be funded by Funds 023, 108, 401, 405, or 410 depending on the nature of the work.

V. PROPOSED PROJECT SCHEDULE

Work will be assigned by the city on a task order basis. The contract will be in effect for two years from the date of execution or until the total payment has reached \$350,000, whichever is sooner.

VI. REFERENCE(S)

1. Bid Tabulation

VII. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Rob Jammerman, Public Works Director
Aaron Kelly, Public Works Operations Manger
Terry O'Keefe, Utilities Assistant Manager
Natalie Thresher, Contracts Coordinator



Project No. SW20-04
Bid Tabulation
July 14, 2020

Unit-Priced Concrete Flatwork				Engineer's Estimate		Black Forest Finishing	
Item No.	Description	Unit	Bid Qty.	Unit Price	Total	Unit Price	Total
1	Minor Change	EST	1	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
2	Removing Cement Conc. Sidewalk	SY	50	\$ 60.00	\$ 3,000.00	\$ 64.00	\$ 3,200.00
3	Removing Cement Conc. Driveway Entrance	SY	100	\$ 90.00	\$ 9,000.00	\$ 96.00	\$ 9,600.00
4	Removing Cement Conc. Curb	LF	100	\$ 30.00	\$ 3,000.00	\$ 20.00	\$ 2,000.00
5	Removing Cement Conc. Curb and Gutter	LF	300	\$ 30.00	\$ 9,000.00	\$ 28.00	\$ 8,400.00
6	Removing Cement Conc. Pedestrian Curb	LF	75	\$ 30.00	\$ 2,250.00	\$ 22.00	\$ 1,650.00
7	Crushed Surfacing Top Course	TON	150	\$ 85.00	\$ 12,750.00	\$ 104.00	\$ 15,600.00
8	Crushed Surfacing Base Course	TON	200	\$ 85.00	\$ 17,000.00	\$ 96.00	\$ 19,200.00
9	Replace Cement Concrete Roadway Panel	SY	400	\$ 225.00	\$ 90,000.00	\$ 215.00	\$ 86,000.00
10	Replace Cement Concrete Roadway Panel Additional Depth	IN-SY	100	\$ 35.00	\$ 3,500.00	\$ 31.83	\$ 3,183.00
11	Adjust Valve Box	EA	5	\$ 500.00	\$ 2,500.00	\$ 577.50	\$ 2,887.50
12	Adjust Water Box Chamber	EA	20	\$ 500.00	\$ 10,000.00	\$ 437.50	\$ 8,750.00
13	Cement Conc. Traffic Curb and Gutter	LF	400	\$ 100.00	\$ 40,000.00	\$ 79.20	\$ 31,680.00
14	Cement Conc. Traffic Curb	LF	100	\$ 100.00	\$ 10,000.00	\$ 79.20	\$ 7,920.00
15	Cement Conc. Pedestrian Curb	LF	75	\$ 100.00	\$ 7,500.00	\$ 100.20	\$ 7,515.00
16	Cement Conc. Driveway Entrance	SY	100	\$ 175.00	\$ 17,500.00	\$ 95.00	\$ 9,500.00
17	Cement Conc. Sidewalk	SY	400	\$ 125.00	\$ 50,000.00	\$ 94.50	\$ 37,800.00
18	Cement Conc. Curb Ramp	SY	50	\$ 250.00	\$ 12,500.00	\$ 111.50	\$ 5,575.00
19	Cement Conc. Sidewalk Grinding	IN-FT	500	\$ 50.00	\$ 25,000.00	\$ 45.00	\$ 22,500.00
20	Adjust Junction Box	EA	5	\$ 500.00	\$ 2,500.00	\$ 525.00	\$ 2,625.00
Total:				\$	337,000.00	\$	295,585.50



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Oliver Crain, Housing Programs Coordinator
Glen Devries, Community Development Director
Community Development Dept.

MEETING DATE: July 23, 2020

I. SUBJECT

An amendment to the City budget to address a funding change in the Chelan-Douglas Homeless Program funding sources and allocations:

- A new estimated award of \$1.2 million of State CARES Act funds for an Eviction Assistance Program between the City of Wenatchee and the Washington State Dept. of Commerce (Commerce) to serve renter households facing eviction due to the COVID-19 crisis.

II. ACTION REQUESTED

Staff recommends the City Council accept the Chelan-Douglas Homeless Housing Task Force's (HTF) recommendations and authorize the Mayor to:

- Enter into a new grant agreement between the Commerce and the City of Wenatchee for the Eviction Assistance Program funds.
- Enter into a new grant agreement or agreements between the City of Wenatchee and a subgrantee or subgrantees recommended by the HTF to manage the program and distribute assistance to households in need.

III. OVERVIEW

Background

The City of Wenatchee is responsible for administering the 2019-2024 Chelan-Douglas Homeless Housing Strategic Plan, 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 Commerce through the Consolidated Homeless Grant and the Emergency Solutions Grant as well as other emerging fund sources.

New Funding

Commerce has notified staff that Chelan-Douglas counties should expect to receive an estimated \$1.2 million dollars in CARES Act funds to assist with preventing evictions caused by the COVID-19 crisis. This funding is available from July 29 to Oct. 31, 2020. As the Consolidated Homeless Grant lead grantee for Chelan-Douglas counties, the City can apply to receive these funds via allocation formula. At this time Commerce has yet to issue the application or program guidelines, and therefore staff cannot give estimates on expected budget items including reimbursement for administrative expenses.

Approval Process

City staff are meeting with the HTF on Wednesday, July 22 to discuss preparing and submitting the Eviction Assistance Program (EAP) application on behalf of Chelan-Douglas counties. Staff plan to recommend awarding the maximum amount possible to Chelan-Douglas Community Action Council for eviction prevention and rent assistance. Staff will be presenting updated recommendations from the HTF at the City Council meeting on July 23, 2020. This new source of funding is not currently authorized under the existing interlocal agreement between Chelan County, Douglas County, the City of Wenatchee, and the City of East Wenatchee.

Table 1: Eviction Assistance Program Award for Chelan-Douglas Counties		
Grant Program	Additional Funding Awarded	Description
CARES Act Eviction Assistance Program (EAP)	\$ 1,217,592	Funds used to prevent evictions and increase access to rent assistance for groups disproportionately impacted by the COVID-19 crisis or who have historically lacked access to rental assistance
Subtotal	\$ 1,217,592	
City Administration (EAP)	Unknown	% of grant award
Total Available Subgrant Funding	\$ 1,217,592	Less amount for allowable administrative reimbursement

Lack of Program Guidelines

Commerce has not yet released a grant application or program guidelines. Staff cannot at this time provide estimates of funds available to reimburse the City for administrative work. In addition, staff cannot provide firm estimates on funds available to award to potential subgrantee agencies.

Accelerated Timeline

These funds have an estimated start date of July 29 and must be expended by Oct. 31, 2020. Due to this accelerated timeline, staff request that Council provide preliminary authorization to the Mayor to enter into contracts with the Commerce and the recommended subgrantee(s) in order to expedite program set-up and operations.

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

The sources of funds being made available include state funding specifically restricted to the administration, management and provision of a rent assistance program for low-income households.

Fiscal impacts to the City include administration & program management costs associated with administering this program. A certain percentage of grant funds may be spent on City administration. An estimate of these expenses will be included in the 2020 adopted budget for funds 113, 117, and the Community Development Department. This expense is a reimbursable activity under the grant. The impacts of the Chelan Douglas Homeless Program to the City's budget are evaluated for indirect costs and then directly for general fund impacts. Minor budget amendments may be expected during the 16-week grant term.

VI. REFERENCE(S)

2020 Adopted Budget for funds 113, 117, and the Community Development Department

VII. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Laura Merrill, Executive Services Director
Brad Posenjak, Finance Director

**COUNCIL AGENDA REPORT
PUBLIC WORKS DEPARTMENT**

TO: Frank Kuntz, Mayor
City Council

FROM: Gary Owen, City Engineer

SUBJECT: **Ordinance 2020-17 Public Hearing:** 2021 – 2026 Transportation Improvement Program

DATE: July 16, 2020

MEETING DATE: July 23, 2020

I. OVERVIEW

The six year transportation improvement program (TIP) describes schedules and funding sources for planned transportation projects in the city of Wenatchee. It is updated annually and submitted to the WSDOT and Chelan-Douglas Transportation Council who, in turn combine this TIP with others to create both regional and statewide plans for the ensuing year. Projects utilizing federal and state funds must be included in the TIP. The TIP is also incorporated into the city's comprehensive plan annually as an element of the Capital Facilities Plan, and is a fundamental component of implementing the Transportation Element of the city's Comprehensive Plan. The draft 2021 TIP is a result of staff updates to the most recent adopted TIP. In this case, the most recent TIP is the 2020 TIP which was adopted on August 22, 2019. After additions, deletions, and modifications to the various projects, the draft 2020 TIP shows 1 additional project.

"Project Identity" numbers are included in the first column on this year's form but projects have not historically been prioritized in Wenatchee's TIP. Generally projects that have allocated funding are shown as "selected" (S) under the status column and are shown in the earlier years of the plan. Other projects that are identified but to which no funding is allocated are shown as "planned" (P) and are included after the selected projects. Some projects that will be completed this calendar year still remain on the TIP for funding purposes. Some projects include separate entries for their phases (PE, R/W, CN) for funding purposes as well.

The city always has the opportunity to amend the currently adopted TIP for any necessary or desired modifications.

The 2021 – 2026 TIP carries most projects forward, adds 14 projects, and deletes 13 projects. Staff priorities for revisions include completed projects, newly funded grant funded projects, projects consistent with adopted plans, and projects where grant applications are anticipated in the near future. The draft 2021 – 2026 TIP includes several revisions to the 2020 TIP as detailed in the attached plans and will be summarized by staff at the hearing.

**COUNCIL AGENDA REPORT
PUBLIC WORKS DEPARTMENT**

II. ACTION REQUESTED

1. Conduct a Public Hearing to solicit public comments and recommendations to the draft 2021-2026 Transportation Improvement Program after staff presentation.
2. Consider any modifications to the proposal as presented.
3. Approve Ordinance No. 2020-17 adopting the annual comprehensive street plan for the ensuing six year period of 2021 through 2026 (*with or without any modifications that may be desired after the public hearing*).

III. FISCAL IMPACT

The total cost of all projects included in the plan is approaching \$350 million dollars which is again higher than the previously adopted TIP mostly due to updated cost estimates, and potential new funding. The anticipated funding sources are \$140M Federal, \$135M State, and \$75M in local funding. The plan must be fiscally constrained. Projects in the plan with a status “S” indicate projects to which funding is allocated. Project funding varies as shown in the plan and often includes federal or state grant funding combined with an arterial street fund match. The overlay fund covers the street preservation program and the stormwater utility covers the Storm Drain Improvements. Funding from the various city funds for selected projects is included in the annual budget.

Projects in the plan with a status “P” indicate projects to which funding is not yet secured. Many of these projects are further scoped by staff and submitted for funding to the various grant sources based on the projects’ ability to compete for the available funds.

IV. REFERENCE(S)

1. Ordinance 2020-17
2. 2021 – 2026 Draft Six Year Transportation Improvement Program
3. 2020 – 2025 Adopted Six Year Transportation Improvement Program

V. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk

Rob Jammerman, Public Works Director

Jacob Huylar, Engineering Services Manager

Glen DeVries, Community Development Director

ORDINANCE NO. 2020-17

AN ORDINANCE, adopting a revised and extended comprehensive street program for the ensuing six years for the City of Wenatchee as required by the laws of the State of Washington.

WHEREAS, pursuant to the laws of the State of Washington, the City Council of the City of Wenatchee, being the legislative body of said City, did hold a public hearing on a revised annual comprehensive six year street plan at the Council Chambers, City Hall, City of Wenatchee, on the 23rd day of July, 2020, and did consider the objections and recommendations, if any, with reference to such comprehensive street plan for the ensuing six years.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WENATCHEE DO ORDAIN as follows:

SECTION I

That the 2021-2026 comprehensive six year street plan as prepared by the City Engineer of the City of Wenatchee and attached hereto as Exhibit "A," be and the same is hereby adopted.

SECTION II

That a copy of said 2021-2026 comprehensive six year street plan, together with a copy of this Ordinance, be filed with the Director of Highways of the State of Washington, as provided in Chapter 83, Section 27, 1967 Ex. Sess. Laws of the State of Washington.

**PASSED BY THE CITY COUNCIL OF THE CITY OF
WENATCHEE** at a regular meeting thereof, this 23rd day of July, 2020.

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
SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM
FROM 2021 TO 2026

EXHIBIT A

Hearing Date: 07/23/2020
Ordinance No. 2020-17

DRAFT July 7, 2020

ID	Project Title	Project Description	Road Name	Begin	End	Length	Total Cost	2021	2022	2023	2024	2025	2026	Phase	Start	Status	Fund Code	Fed Fund	State Code	State Funds	Local Code	Local Funds
1	9th Street BNSF Crossing Improvements Project #1801	Construct ADA compliant railroad pedestrian/bike crossing surfaces on both sides of 9th St. through the railroad ROW. Install 4-quad gate signal system with ped gates. Upgrade all signs and markings.	9th Street	Piere St.	520 Ft. West of Piere	0.1	\$1,392,800	\$1,348,000										Rail Section 130	\$1,267,200		109 Fund	\$125,600
2	Tacoma Street Urban Upgrades Project #1907	Upgrade Street consistent with North Wenatchee Transportation Master plan including curb, gutter, and sidewalk	Tacoma St.	McKittrick Street	Maple St.	0.25	\$2,162,000	\$1,170,773											TIB	\$934,028	109 Fund	\$236,745
3	Methow St. Improvements Project #1916	Install bicycle facilities on Methow St between Crawford and Lincoln Elementary. Install mini-roundabout at Crawford/Methow. Replace waterline in Methow St.	Methow St.	Crawford St.	Lincoln St.		\$1,103,500	\$1,103,500										SRTS	\$609,900		109, 111, 401 funds	\$493,600
4	Maple Street Improvements Project #1917	Urban upgrades to Maple Street	Maple St.	WRD Canal	Gabriella Ln.		\$977,000	\$977,000													309 fund, 405 Fund	\$977,000
5	Confluence Parkway NEPA Document	Preparation of project NEPA environmental statement including coordination with state, federal, and tribal governments.	Confluence Parkway	Hawley Street	Euclid/SR2 Interchange	1.8	\$700,000	\$500,000	\$200,000									STBG	\$700,000			
6	McKittrick Street/North Columbia Street - Intersection Construction	Extend McKittrick Street east of North Wenatchee Avenue and construct new intersection and portions of N. Columbia St.	N. Columbia St.	150' East of SR 285	Vic. BNSF		\$2,000,000	\$2,000,000													304 fund	\$2,000,000
7	US2/Easy Street Roundabout	Remove Existing Signal at US2/Easy Street and construct a round-a-bout with pedestrian and bicycle facilities.	US2/97 at Easy Street				\$4,800,000	\$800,000	\$4,000,000										Connecting Washington	\$5,000,000		
8	North Wenatchee Corridor Connecting Washington Improvements Phase 1	ITS Level 1, Maple Street Option 1, and North End Projects Phase 1 as identified in the North Wenatchee Avenue (SR285) PE Summary Report	SR285 North Wenatchee Avenue	Wenatchee River Bridges	Miller Street	1.35	\$17,700,000	\$500,000	\$2,500,000	\$3,000,000	\$11,700,000								Connecting Washington	\$17,700,000		
9	Street Preservation Program	Street Preservation Activities including: sealing, grinding, paving, ADA upgrades, etc.	Varies				\$3,000,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000								111,119 Funds	\$9,777,000
10	Miscellaneous, Minor, Undefined	Miscellaneous minor/emergent projects including intersections and signals, ADA, sidewalks, and traffic control devices.	Various Streets				\$300,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000								109 Fund	\$300,000
11	Storm Drain Improvements	Various projects identified in stormwater comprehensive plan. Upgrades necessary to coincide with street improvement projects.	Varies				\$1,200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000								401 Fund, 410 Fund,	\$1,200,000
12	M&O Pavement Preservation projects	Pavement and traffic control preservation projects and activities including crack sealing and skin patching.	Various City Streets				\$450,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000								108 Fund, 111 Fund	\$450,000
13	M&O Sidewalk Improvements	Sidewalk improvements on various streets to reduce tripping hazards, provide improved accessibility, and fill minor gaps.	Various City Streets				\$300,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000								108 Fund	\$300,000
14	M&O Pedestrian Safety Improvements	Construct new and repair damaged sidewalks and/or install other pedestrian facilities including ADA upgrades.	Various City Streets				\$300,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000								TBD, other	\$300,000
15	Miller Street Realignment and Storm Repairs	Acquire ROW. Construct new roadway on new alignment. Similar to CP-2 in North Wenatchee Transportation Master Plan and Wenatchee Waterfront Sub-area Plan.	Walla Walla	Walla Walla curve	Hawley / Miller Intersection	0.15	\$4,200,000	\$500,000	\$3,700,000										PWTF Loan		Gen. Fund, 405 Fund, 410 Fund	\$4,200,000
16	Complete Streets Program Improvements	Various Complete Streets Projects identified in approved TIB workplan	Varies				\$400,000	\$400,000											TIB	\$400,000		
17	Miller & Montana Crossing Improvements Project #1912	Install curb bulb-outs, RRFB's, and illumination	Miller St.	Montana St.		0.05	\$199,600	\$199,600										HSIP	\$199,600			



**CITY OF WENATCHEE
SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM
FROM 2021 TO 2026**

EXHIBIT A

Hearing Date: 07/23/2020
Ordinance No. 2020-**

DRAFT July 7, 2020

ID	Project Title	Project Description	Road Name	Begin	End	Length	Total Cost	2021	2022	2023	2024	2025	2026	Phase	Start	Status	Fund Code	Fed Fund	State Code	State Funds	Local Code	Local Funds	
18	Waterfront Gateway Projects	Pedestrian, Landscaping, and other improvements in the Waterfront LRF Dist.	Varies				\$520,000	\$520,000						All	2020	S					307 Fund	\$520,000	
19	Westside High School - 9th St. Pedestrian X-ing	New mid-block crosswalk on 9th St. between Westside High and Wenatchee Valley College. Includes curb bulb-outs, RRFB's, illumination	9th Street			0.05	\$302,203	\$50,000	\$252,203					ALL	2021	P	SRTS	\$302,203					
20	Elliott Ave./Castlerock Ave. Pedestrian Crossing Improvements	Curb bulb-outs, illumination, RRFB's on Washington Elementary School Walk Route	Castlerock	Elliott		0.05	\$400,000	\$25,000	\$75,000	\$300,000				ALL	2021	P	SRTS	\$400,000					
21	Orchard Middle School - Sunset Ave. Improvements	Crosswalks on Sunset with curb bulb-outs, RRFB's, illumination.	Sunset Ave.	3rd	M.S./Admin Complex	0.05	\$315,000	\$50,000	\$50,000	\$200,000				ALL	2021	P	SRTS	\$315,000					
22	N. Miller St./BNSF RXR safety improvements	Install quad gates, median barriers, pedestrian sidewalks to reduce exposure factor	N. Miller St.	0.1 Mi. N. of Maple St.		0.07	\$800,000	\$150,000	\$650,000					ALL	2021	P	Rail Section 130						
23	McKittrick St. - SR285 Intersection Phase 2	Extend downstream sidewalks and landscaping improvements on West Side of SR285	SR285 - North Wenatchee Ave.	SR285	McKittrick St	0.15	\$4,300,000			\$4,300,000				ALL	2023	P	STBG	\$3,720,000			109 Fund	\$580,000	
24	North End North Wenatchee Avenue Projects Phase 2	Complete improvements identified in North Wenatchee Avenue (SR285) PE Summary Report.	SR285 - North Wenatchee Ave.	Wenatchee River Bridges	Maiden Ln.	0.4	\$22,000,000				\$1,000,000	\$5,000,000	\$16,000,000	ALL	2024	P			WSDOT	\$22,000,000			
25	North Wenatchee Avenue/Hawley St./Walnut St. Intersection	Improve intersection to include u-turns and median barrier connecting to projects north and south as identified in the North Wenatchee Avenue (SR285) PE Summary Report	SR285 - North Wenatchee Ave.	Walnut St.	Hawley St.	0.2	\$7,000,000				\$1,000,000	\$1,500,000	\$4,500,000	ALL	2024	P			WSDOT	\$7,000,000			
26	North Wenatchee Avenue/Maple St. Intersection Improvements	Reconfigure intersection to enhance capacity and accommodate Confluence Parkway	SR285 - North Wenatchee Ave.	Maple St.		0.2	\$9,000,000				\$1,000,000	\$2,000,000	\$6,000,000	ALL	2024	P			WSDOT	\$9,000,000			
27	Springwater Ave. extension North, 2019 TIA Project #5	Construct roadway on newly acquired ROW across WSD property West of WRD irrig. Canal	New	Springwater		0.3	\$1,125,000		\$1,125,000						2022	P					001 fund, TIF's	\$1,125,000	
28	Wenatchee Street Pavement Preservation	Beyond the constrained limit of the funded street preservation program. See ID #11	Various arterial and Collector Streets				\$9,600,000	\$1,600,000	\$1,600,000	\$1,600,000	\$1,600,000	\$1,600,000	\$1,600,000	ALL	2021	P					Add'l TBD, B&O, Util Tax, Prop. Tax	\$9,600,000	
29	Spot and corridor safety improvement projects	Various spot and corridor safety improvement projects and studies consistent with high accident locations and the city' road safety plan	Varies			varies	\$1,200,000		\$400,000		\$400,000		\$400,000	ALL	2022	P			HSIP	\$900,000	109 Fund	\$100,000	
30	SR 285 Easy Street / Penny Road Northbound Off-Ramp	Modify SR 285 northbound off-ramp to provide new direct connection to Technology Center Drive and Chester Kimm Road (NW-5 Master Plan)	New				\$1,000,000		\$1,000,000					ALL	2022	P					Local, Dev. Mit.	\$1,000,000	
31	Pedestrian and Bicycle Connections	Fill sidewalk system gaps prioritizing school walk routes and other criteria identified as high priority in the master plan. Construct multi-use pathways and connections.	Varies				\$100,000	\$100,000						PE, CN	2021	P				Other - TIB Complete Streets	\$100,000		
32	Miscellaneous bicycle system improvements.	Implement various identified projects from the Greater Wenatchee Bicycle Master Plan	Various				\$60,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	ALL	2021	P					TBD, other	\$60,000	
33	Wenatchee River Bridge Shared Use Pathway - Pre-Design Analysis	Widen SR285 bridge or construct new pathway structure crossing the Wenatchee River and connect to Chatham Hill and Horselake Roads.	SR285	Horselake Rd.	Chatham Hill Rd.		\$75,000	\$50,000	\$25,000					ALL	2021	P			WSDOT, Ped/Bike	\$75,000			
34	Gunn Ditch Corridor Shared Use Pathway	Construct new non-motorized pathway along route of prior Pioneer Irrigation Ditch.	SR285	Walnut St.	Maiden Ln.		\$1,530,000	\$100,000	\$700,000	\$730,000				ALL	2021	P			WSDOT, Ped/Bike	\$1,530,000			



CITY OF WENATCHEE
SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM
FROM 2021 TO 2026

EXHIBIT A

Hearing Date: 07/23/2020
Ordinance No. 2020-***

DRAFT July 7, 2020

ID	Project Title	Project Description	Road Name	Begin	End	Length	Total Cost	2021	2022	2023	2024	2025	2026	Phase	Start	Status	Fund Code	Fed Fund	State Code	State Funds	Local Code	Local Funds	
35	Pedestrian Corridor along Stevens Street	Construct pedestrian corridor along Stevens Street consistent with South Wenatchee Action Plan	Stevens Street	Mission St.	Miller Street		\$250,000				\$250,000			ALL	2024	P			Complete Streets, Other		\$250,000		
36	Residential Traffic Calming	Construct traffic calming measures in problem areas with participating neighborhoods	Varies				\$60,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	ALL	2020	P					Unknown	\$60,000	
37	Illumination upgrades	Improve illumination on various arterials and collectors especially at high pedestrian locations.	Various				\$60,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	ALL	2020	P					PUD, CDBG, 109 Fund, Other	\$60,000	
38	Truck Route Improvements	Various improvements on newly established truck routes.	Various City Streets				\$500,000		\$500,000					ALL	2021	P	STP(U)	\$432,500					\$67,500
39	Loop Trail Connection: Confluence State Park to Olds Station Road	Construct 1000 feet of multi use pathway along the State Park Entrance road connecting Olds Station Road to the Apple Capital Loop Trail	State Park Rd.			0.2	\$600,000		\$50,000	\$550,000				ALL	2022	P			Pedestrian & Bicycle Pgm		\$500,000	Port. State Parks, 109 Fund	\$100,000
40	Confluence Parkway Phase 1 (Hawley St. South)	Construction of Miller St. underpass, connection to North Wenatchee Avenue, and upgrades to Miller and Hawley Streets	Confluence Parkway	North Wenatchee Avenue	Hawley/BNSF crossing	0.7	\$58,300,000		\$2,800,000	\$6,000,000	\$6,500,000	\$31,000,000	\$12,000,000	ALL	2022	P	INFRA, FASTLANE, BUILD, OTHER	\$51,000,000	FMSIB, WA State	\$7,300,000			
41	Confluence Parkway Phase 2 (Hawley St. North)	Construction of new roadway and Wenatchee River Bridge Crossing on new alignment	Confluence Parkway	Hawley/BNSF crossing	Euclid/SR2 interchange	1.8	\$64,000,000		\$2,000,000	\$10,000,000	\$10,000,000	\$25,000,000	\$17,000,000	ALL	2022	P	INFRA, FASTLANE, BUILD, OTHER	\$32,000,000	FMSIB, WA State	\$32,000,000			
42	McKittrick Street/BNSF Grade Separation	Construct Grade Separated crossing consistent with North Wenatchee Redevelopment Plan. Includes roadway construction to tie into vicinity of Wenatchee Avenue and Miller Street	McKittrick St	100' E of North Wenatchee Avenue	100' W of Miller St.	0.2	\$34,400,000		\$2,900,000	\$1,500,000	\$5,500,000	\$15,000,000	\$9,500,000	ALL	2022	P	FASTLANE, BUILD, OTHER	\$21,000,000	FMSIB, BNSF, WA State	\$13,400,000			
43	Millerdale Improvements	Reconstructs portions of Millerdale. Adds curb, gutter, and sidewalk. Makes safety improvements	Millerdale Avenue	Miller Street	Gellatly	0.58	\$1,836,000				\$1,836,000			ALL	2023	P			TIB	\$1,560,000	109 Fund	\$276,000	
44	Red Apple Road Phase 2	Arterial street reconstruction	Red Apple Road	Miller	Vista Pl.	0.34	\$1,800,000	\$150,000	\$250,000	\$1,400,000				ALL	2021	P			TIB	\$1,400,000	109 Fund	\$400,000	
45	Woodward urban upgrades.	Reconstruct roadway. Construct new storm sewer, sanitary sewer, sidewalks, and illumination. ROW acquisition. Canal bridge?	Woodward	Fifth Street	Springwater	0.5	\$3,600,000					\$3,600,000		ALL	2025	P					001 fund, TIF's	\$3,600,000	
46	Skyline Drive Widening	Widen roadway to create shared-use shoulder or dedicated pathway for pedestrians and bicycles. Fill ditch section and install closed stormwater collection system. Install barrier and extruded curbs, replace guardrail, construct walls.	Skyline Drive	Skyline Drive	Number 2 Canyon Road	0.72	\$3,500,000						\$3,500,000	ALL	2025	P			OTHER	\$1,500,000	001 fund, TIF's	\$200,000	
47	North Road Improvements	Improvements to North Road identified in 2019 TIA as 1A, 1B, 1C	North Road	Western Avenue	Broadhurst	0.25	\$2,600,000				\$2,600,000			ALL	2024	P					TIF, 109 Fund	\$2,600,000	
48	Maiden Lane Extension	Extend Maiden Lane approx. 1000 ft to connect with future connections to Maple, Springwater, and Surrey. 2019 TIA project #2	Maiden Ln.	1000 ft S. Broadcrest Ct.	1000 ft. South of Beginning	0.15	\$950,000		\$950,000					ALL	2022	P					TIF, 001 Fund	\$950,000	
49	Maple, Broadview, Surry vic. Connections: TIA Triad project #4	1) Springwater extension to Maiden extension, 2) Maple extension to #1, 3) Westwick extension to #1. (total road length approx 3,900 ft)	Springwater, Maiden, Maple, Westwick				\$13,049,000	\$2,000	\$2,000,000	\$2,000,000	\$2,000,000	\$5,049,000		ALL	2021	P					Dev., TIF, 001 Fund	\$13,049,000	
50	Westwick extension to vic. PUD reservoir	Extend Westwick road from 200 ft west of Westmoreland to vic. PUD water reservoir: 2019 TIA Project # 6A, 6B	Westwick Rd.	200 ft West of Westmoreland	vic. PUD water res.	0.87	\$7,900,000				\$2,000,000	\$2,000,000	\$3,900,000	ALL	2024	P					Dev., TIF, 001 Fund	\$7,900,000	
51	Second Street west and Maxine St. Extensions: 2019 TIA Projects 9A, 9B, 9C	Extend Second St. from vic. Irrig. Canal west to vic. Maxine St. (approx. 1200 ft)	Second St.	Canal Blvd.	Maxine St.	0.23	\$1,070,000		\$500,000	\$570,000				ALL	2022	P					Dev., TIF, 001 Fund	\$1,070,000	



CITY OF WENATCHEE
SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM
FROM 2021 TO 2026

EXHIBIT A

Hearing Date: 07/23/2020
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DRAFT July 7, 2020

ID	Project Title	Project Description	Road Name	Begin	End	Length	Total Cost	2021	2022	2023	2024	2025	2026	Phase	Start	Status	Fund Code	Fed Fund	State Code	State Funds	Local Code	Local Funds
52	Gunn Road Urban Upgrades	Accept roadway into public system with necessary urban upgrades including pedestrian accommodation, stormwater, and lighting.	Gunn Rd. (Pvt)	Euclid Ave.	Mall Property	0.25	\$1,000,000		\$1,000,000					ALL	2022	P			WSDOT	\$1,000,000		
53	McKittrick Street Improvements	Reconstruct roadway. Construct new storm sewer, sidewalks, and illumination. ROW acquisition	McKittrick St	Pine Ave	Stella	0.18	\$1,500,000	\$100,000	\$200,000	\$1,200,000				ALL	2021	P			TIB	\$1,200,000	109 Fund	\$300,000
54	Miller/Crawford Intersection Control (Mini-roundabout)	Construct new mini-roundabout.	Miller St.	Crawford St.	Thurston Street	0.1	\$500,000				\$500,000			ALL	2024	P			TIB	\$400,000	109 Fund	\$100,000
55	Chelan/Kittitas Intersection Control (Signal)	Construct new traffic signal.	Wenatchee Avenue	Thurston Street	Thurston Street	0.1	\$500,000	\$75,000	\$425,000					ALL	2021	P	STBG	\$432,500			109 Fund	\$67,500
56	Orondo St. Multimodal Improvements	Extend bike lanes, freight mobility, pedestrian improvements, parking modifications.	Orondo Ave.	Washington St.	Columbia St.	0.1	\$1,000,000		\$150,000	\$850,000				ALL	2022	P	STBG	\$865,000			109 Fund	\$135,000
57	Fifth and Western Intersection Capacity Improvements	Extend LOS and Improve southbound turning movement by adding right turn lane on Western Avenue. 2019 TIA Project #11	Western Avenue	Fifth Street	Fifth Street	0.1	\$650,000		\$650,000					ALL	2022	P					001 fund, TIF's	\$650,000
58	Walnut St. Improvements	Reconstruction project to meet urban standards.	Walnut Street	Pine Ave	Stella	0.13	\$1,500,000					\$1,500,000		ALL	2025	P			TIB	\$1,275,000	109 Fund	\$225,000
59	Crawford Ave. Improvements	Construct sidewalk, curb and gutter	Crawford Avenue	Wenatchee Avenue	Mission Street	0.7	\$500,000			\$500,000				ALL	2023	P	STBG	\$430,000			109 Fund	\$70,000
60	Traffic Signal Improvements	Upgrade/preserve existing signals components and wiring at various older signals	Various				\$1,500,000				\$1,500,000			ALL	2024	P	STBG	\$1,300,000			109 Fund	\$200,000
61	Mission Street to Mission Ridge Gateway	Aesthetic improvements in the ROW along Mission Street consistent with South Wenatchee Action Plan	Mission Street	Crawford St.	City Limits		\$500,000		\$500,000					ALL	2022	P	STBG, Other	\$450,000			Other	\$50,000
62	North Wenatchee Avenue Complete Streets Improvements	Construct median barrier, bicycle lanes, upgrade sidewalks, lighting, and landscaping consistent with subarea plan	North Wenatchee Avenue	Second St.	Fifth Street		\$1,500,000				\$1,500,000			ALL	2024	P	STBG, Other	\$1,300,000			Other	\$200,000
63	Castlerock to Fifth Street Connector	Extend Castlerock Street and connect to 5th via Redhawk Canyon Drive: 2019 TIA Project #10A, 10B	Castlerock St.			0.27	\$5,160,000				\$5,160,000			ALL	2024	P					Dev., TIF, 001 Fund	\$5,700,000
64	Crawford and Okanogan Intersection Control	Mini Roundabout and Pedestrian Crossing Improvements	Crawford Avenue			0.1	\$450,000		\$450,000					ALL	2022	P			STP	\$350,000	109 Fund	\$100,000
65	Easy Street and Penny Rd. Intersection	Capacity and Pedestrian Intersection Improvements	Easy Street			0.1	\$660,000			\$660,000				ALL	2023	P			STP	\$320,000	109 Fund	\$80,000
66	Railroad Grade Pedestrian Crossing	Install Pedestrian Crossing over railroad tracks near Bridge Street and connect to Pipeline Pedestrian Bridge					\$4,000,000					\$4,000,000		ALL	2024	P	OTHER	\$4,000,000				
67	Relocate BNSF Wenatchee Terminal	Relocate Terminal from South of Orondo Street to Appleyard. Reduces blocking of at-grade crossings in the city.					\$32,000,000						\$32,000,000	ALL	2023	P	OTHER	\$17,000,000	FMSIB	\$7,500,000	Other	\$7,500,000



CITY OF WENATCHEE
SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM
FROM 2020 TO 2025

EXHIBIT A

Hearing Date: 08/22/2019
Ordinance No. 2019-32

ID	Project Title	Project Description	Road Name	Begin	End	Length	Total Cost	2020	2021	2022	2023	2024	2025	Phase	Start	Status	Fund Code	Fed Fund	State Code	State Funds	Local Code	Local Funds
1	McKittrick St. - Wenatchee Ave. Signal Project #0623	Install Traffic Signal, provide for U-turns, median barrier, east leg frontage connections. Consistent with NW 21 and NW9 of North Wenatchee Transportation Master Plan	Wenatchee Avenue	McKittrick Street	Wenatchee Avenue	0.16	\$976,179	\$976,179						CN	2020	S	STPIR	\$770,706			109 Fund	\$205,473
2	North Wenatchee Ave: Pedestrian and Median Improvements Project #1615	Improvements identified in master plan (NW-1, NW-20) including wider sidewalks, streetscape, access consolidation, and median safety	N. Wenatchee Avenue	MP 3.33	MP 3.59	0.26	\$610,064	\$610,064						CN	2020	S	STP	\$527,706			109 Fund	\$82,358
3	9th Street BNSF Crossing Improvements Project #1801	Construct ADA compliant railroad pedestrian/bike crossing surfaces on both sides of 9th St. through the railroad ROW. Install 4-quad gate signal system with ped gates. Upgrade all signs and markings.	9th Street	Piere St.	520 Ft. West of Piere	0.1	\$1,392,800	\$1,392,800						CN	2020	S	Rail Section 130	\$1,266,700			109 Fund	\$126,100
4	Tacoma Street Urban Upgrades Project #1906	Upgrade Street consistent with North Wenatchee Transportation Master plan including curb, gutter, and sidewalk	Tacoma St.	McKittrick Street	Maple St.	0.25	\$2,162,000	\$200,000	\$1,962,000					ALL	2020	P			TIB	\$1,668,000	109 Fund	\$294,000
5	First Street Bikeway Project #1914	First Street Bikeway	First Street	Wenatchee Avenue	Miller Street		\$327,000	\$36,000	\$291,000					ALL	2020	S			Ped/Bike	\$327,000		
6	Methow St. Improvements Project #1916	Install bicycle facilities on Methow St between Crawford and Lincoln Elementary. Install mini-roundabout at Crawford/Methow. Replace waterline in Methow St.	Methow St.	Crawford St.	Lincoln St.		\$1,354,000	\$251,000	\$1,103,000					ALL	2020	S	SRTS	\$786,000			109, 111, 401 Funds	\$578,000
7	Miller School Zone and Okanogan Crossing Improvements	Install radar speed feedback signs on Miller Street and RRFB's on Okanogan at Red Apple	Miller Street, Okanogan Ave.				\$106,000	\$106,000						ALL	2020	S			SRTS	\$106,000		
8	Maple Street Improvements Project #1917	Urban upgrades to Maple Street	Maple St.	WRD Canal	Gabriella Ln.		\$1,391,000	\$414,000	\$977,000					ALL	2020	S					001 fund	\$1,391,000
9	Elliott Avenue Multiuse Pathway Project #SW19-08	Install paved/non-motorized pathway in unimproved block of Elliott St.	Elliott St.	Second St.	Third St.		\$145,000	\$145,000						ALL	2020	S			TIB - Complete Streets	\$145,000		
10	Confluence Parkway NEPA Document	Preparation of project NEPA environmental statement including coordination with state, federal, and tribal governments.	Confluence Parkway	Hawley Street	Euclid/SR2 interchange	1.8	\$1,200,000	\$1,200,000						ALL	2020	P					108/111 Funds	\$1,200,000
11	McKittrick Street/North Columbia Street - Intersection Construction	Extend McKittrick Street east of North Wenatchee Avenue and construct new intersection and portions of N. Columbia St.	N. Columbia St.	150' East of SR 285	Vic. BNSF		\$2,000,000	\$2,000,000						ALL	2020	S					304 fund	\$2,000,000
12	US2/Easy Street Roundabout	Remove Existing Signal at US2/Easy Street and construct a round-a-bout with pedestrian and bicycle facilities.	US2/97 at Easy Street				\$5,000,000	\$200,000	\$800,000	\$4,000,000				ALL	2019	S			Connecting Washington	\$5,000,000		
13	North Wenatchee Area Intersection Improvements	Modify intersections to provide u-turns, consolidate access, enhance capacity, construct raised medians, provide pedestrian and transit improvements.	SR285 North Wenatchee Avenue	Wenatchee River Bridges	Miller Street	1.35	\$17,700,000	\$200,000	\$200,000	\$500,000	\$500,000	\$16,300,000		ALL	2019	S			Connecting Washington	\$17,700,000		
14	Street Preservation Program	Street Preservation Activities including: sealing, grinding, paving, ADA upgrades, etc.	Varies				\$9,400,000	\$3,900,000	\$1,100,000	\$1,100,000	\$1,100,000	\$1,100,000	\$1,100,000	ALL	2020	S					111, 119 Funds	\$9,777,000
15	Miscellaneous, Minor, Undefined	Miscellaneous minor/emergent projects including intersections and signals, ADA, sidewalks, and traffic control devices.	Various Streets				\$300,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	ALL	2019	S					109 Fund	\$300,000
16	Storm Drain Improvements	Various projects identified in stormwater comprehensive plan. Upgrades necessary to coincide with street improvement projects.	Varies				\$1,200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	ALL	2020	S					401 Fund, 410 Fund	\$1,200,000
17	M&O Pavement Preservation projects	Pavement and traffic control preservation projects and activities including crack sealing and skin patching.	Various City Streets				\$450,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	ALL	2020	S					108 Fund, 111 Fund	\$450,000



**CITY OF WENATCHEE
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FROM 2020 TO 2025**

EXHIBIT A

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Ordinance No. 2019-32

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18	M&O Sidewalk Improvements	Sidewalk improvements on various streets to reduce tripping hazards, provide improved accessibility, and fill minor gaps.	Various City Streets				\$300,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	ALL	2020	S					108 Fund	\$300,000	
19	M&O Pedestrian Safety Improvements	Construct new and repair damaged sidewalks and/or install other pedestrian facilities including ADA upgrades.	Various City Streets				\$300,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	ALL	2020	S						TBD, other	\$300,000
20	Miller Street Realignment and Storm Repairs	Acquire ROW. Construct new roadway on new alignment. Similar to CP-2 in North Wenatchee Transportation Master Plan and Wenatchee Waterfront Sub-area Plan.	Walla Walla	Walla Walla curve	Hawley / Miller Intersection	0.15	\$4,200,000	\$500,000	\$3,700,000					ALL	2020	P			PWTF Loan		Storm, Water/Sewer, General		\$5,770,800
21	Ferry, Russell, Miller NHPP 9904(015) Funding Increase	Beyond the constrained limit of the funded street preservation program. See ID #11	Various NHS City Streets				\$3,989,000	\$3,989,000						ALL	2020	P	STP	\$1,211,000			108, 109, 111 Funds	\$2,788,000	
22	North Wenatchee Ave.: Walnut Street Median & U-Turn Widening	Implement a portion of NW-1 from the Master Plan at the Walnut/Hawley intersection vic.	SR285			0.2	\$1,500,000	\$1,500,000						ALL	2020	P	STP	\$1,300,000			109 Fund	\$200,000	
23	Springwater Ave. extension North	Construct roadway on newly acquired ROW across WSD property West of WRD irrig. Canal	Unknown			0.3	\$2,000,000		\$2,000,000												001 fund, TIF's	\$2,000,000	
24	Wenatchee Street Pavement Preservation	Beyond the constrained limit of the funded street preservation program. See ID #11	Various arterial and Collector Streets				\$8,500,000	\$1,700,000	\$1,700,000	\$1,700,000	\$1,700,000	\$1,700,000	\$1,700,000	ALL	2021	P					Add'l TBD, B&O, Util Tax, Prop. Tax	\$10,800,000	
25	South Wenatchee Sidewalk Program	Construct Sidewalk in the Lincoln School and other eligible areas in accordance with City CDBG Funding Program	Varies	Various	Various	varies	\$400,000		\$200,000		\$200,000			ALL	2020	P	CDBG	\$400,000				\$0	
26	Spot and corridor safety improvement projects	Various spot and corridor safety improvement projects and studies consistent with high accident locations and the city road safety plan	Varies			varies	\$900,000	\$300,000		\$300,000		\$300,000		ALL	2020	P			HSIP	\$900,000	109 Fund	\$100,000	
27	SR 285 Easy Street / Penny Road Northbound Off-Ramp	Modify SR 285 northbound off-ramp to provide new direct connection to Technology Center Drive and Chester Kimm Road (NW-5 Master Plan)	New				\$1,000,000			\$1,000,000				ALL	2022	P					Local, Dev. Mit.	\$1,000,000	
28	Pedestrian and Bicycle Connections	Fill sidewalk system gaps prioritizing school walk routes and other criteria identified as high priority in the master plan. Construct multi-use pathways and connections.	Varies				\$100,000	\$100,000						PE, CN	2020	P				Other - TIB Complete Streets	\$100,000		
29	Miscellaneous bicycle system improvements.	Implement various identified projects from the Greater Wenatchee Bicycle Master Plan	Various				\$60,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	ALL	2020	P					TBD, other	\$60,000	
30	Wenatchee River Bridge vic. Non-motorized trail (NW-26 Master Plan)	Widen SR285 bridge or construct new pathway structure crossing the Wenatchee River and connect to Chatham Hill and Horselake Roads.	SR285	Horselake Rd.	Chatham Hill Rd.		\$8,000,000					\$8,000,000		ALL	2024	P	STP	\$1,000,000		WSDOT, Ped/Bike	\$7,000,000		
31	SR285/Canal Trail non-motorized pathway	Construct new non-motorized pathway along route of prior Pioneer Irrigation Ditch.	SR285	Walnut St.	Horselake Rd.		\$3,000,000			\$3,000,000				ALL	2023	P	STP	\$500,000		WSDOT, Ped/Bike	\$2,500,000		
32	Pedestrian Corridor along Stevens Street	Construct pedestrian corridor along Stevens Street consistent with South Wenatchee Action Plan	Stevens Street	Mission St.	Miller Street		\$250,000			\$250,000				ALL	2023	P				Complete Streets, Other	\$250,000		
33	Residential Traffic Calming	Construct traffic calming measures in problem areas with participating neighborhoods	Varies				\$60,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	ALL	2020	P					Unknown	\$60,000	
34	Illumination upgrades	Improve illumination on various arterials and collectors especially at high pedestrian locations.	Various				\$60,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	ALL	2020	P					PUD, CDBG, 109 Fund, Other	\$60,000	
35	Truck Route Improvements	Various improvements on newly established truck routes.	Various City Streets				\$500,000	\$500,000						ALL	2021	P	STP(U)	\$432,500				\$67,500	
36	Loop Trail Connection: Confluence State Park to Olds Station Road	Construct 1000 feet of multi use pathway along the State Park Entrance road connecting Olds Station Road to the Apple Capital Loop Trail	State Park Rd.			0.2	\$600,000		\$50,000	\$550,000				ALL	2021	P			Pedestrian & Bicycle Pgm	\$500,000	Port, State Parks, 109 Fund	\$100,000	



CITY OF WENATCHEE
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37	Confluence Parkway Phase 1 (Hawley St. South)	Construction of Miller St. underpass, connection to North Wenatchee Avenue, and upgrades to Miller and Hawley Streets	Confluence Parkway	North Wenatchee Avenue	Hawley/BNSF crossing	0.7	\$30,000,000		\$10,000,000	\$10,000,000	\$10,000,000			ALL	2020	P	INFRA, FASTLANE, BUILD, OTHER	\$28,000,000			Utility, Street	\$2,000,000
38	Confluence Parkway Phase 2 (Hawley St. North)	Construction of new roadway and Wenatchee River Bridge Crossing on new alignment	Confluence Parkway	Hawley/BNSF crossing	Euclid/SR2 interchange	1.8	\$83,000,000			\$10,000,000	\$50,000,000	\$23,000,000		ALL	2022	P	INFRA, FASTLANE, BUILD, OTHER	\$83,000,000				
39	McKittrick Street/BNSF Grade Separation	Construct Grade Separated crossing consistent with North Wenatchee Redevelopment Plan. Includes roadway construction to tie into vicinity of Wenatchee Avenue and Miller Street	McKittrick St	100' E of North Wenatchee Avenue	100' W of Miller St.	0.2	\$26,000,000			\$26,000,000				ALL	2022	P	FASTLANE, BUILD, OTHER	\$24,500,000	FMSIB	\$1,000,000	City Utility	\$500,000
40	Walla Walla to Hawley St. Connection	Acquire ROW. Construct new roadway on new alignment. Similar to CP-2 in North Wenatchee Transportation Master Plan and Wenatchee Waterfront Sub-area Plan.	Walla Walla	Walla Walla curve	Hawley / Miller Intersection	0.27	\$4,540,000		\$100,000	\$1,910,000	\$2,530,000			ALL	2021	P			TIB	\$2,994,000	arterial, sewer, pvt.	\$1,546,000
41	Millerdale Improvements	Reconstructs portions of Millerdale. Adds curb, gutter and sidewalk. Makes safety improvements	Millerdale Avenue	Miller Street	Gellatly	0.58	\$1,836,000				\$1,836,000			ALL	2023	P			TIB	\$1,560,000	109 Fund	\$276,000
42	Red Apple Road Phase 2	Arterial street reconstruction	Red Apple Road	Miller	Vista Pl.	0.34	\$1,800,000		\$1,800,000					ALL	2021	P			TIB	\$1,400,000	109 Fund	\$400,000
43	Springwater urban upgrades	Reconstruct roadway. Construct new storm sewer, sanitary sewer, sidewalks, and illumination.	Springwater	Western Avenue	Woodward	0.25	\$2,300,000						\$2,300,000	ALL	2020	P					001 fund, TIF's	\$2,300,000
44	Woodward urban upgrades.	Reconstruct roadway. Construct new storm sewer, sanitary sewer, sidewalks, and illumination. ROW acquisition. Canal bridge?	Woodward	Fifth Street	Springwater	0.5	\$3,600,000					\$3,600,000		ALL	2024	P					001 fund, TIF's	\$3,600,000
45	Railroad Grade Crossing Upgrades	Install median barrier or double signal arms to prevent vehicles from driving around signal gates. Mitigation to continue Wenatchee's BNSF Quiet Zone status.	Ninth, Miller, Hawley, Orondo				\$100,000					\$100,000		ALL	2024	P			OTHER	\$80,000		\$20,000
46	Skyline Drive Widening	Widen roadway to create shared-use shoulder or dedicated pathway for pedestrians and bicycles. Fill ditch section and install closed stormwater collection system. Install barrier and extruded curbs, replace guardrail, construct walls.	Skyline Drive	Skyline Drive	Number 2 Canyon Road	0.72	\$3,500,000					\$3,500,000		ALL	2025	P			OTHER	\$1,500,000	001 fund, TIF's	\$200,000
47	North Road Improvements	Reconstruct North Road to Improve Secondary Access to the Broadview Subdivision. Project would regrade existing road and extend to Broadhurst Place.	North Road	Western Avenue	Broadhurst	0.25	\$3,204,360				\$3,204,360			ALL	2023	P					TIF, 109 Fund	\$2,300,000
48	Maiden Lane Extension	Extend Maiden Lane approx. 1000 ft to connect with future connections to Maple, Springwater, and Surrey. (Connection improvements only)	Maiden Ln.	1000 ft S. Broadcrest Ct.	1000 ft. South of Beginning		\$750,000		\$750,000					ALL	2021	P					TIF, 001 Fund	\$750,000
49	Maple, Broadview, Sully vic. Connections	1) Springwater extension to Maiden extension, 2) Maple extension to #1, 3) Westwick extension to #1. (total road length approx 3,900 ft)	Springwater, Maiden, Maple, Westwick				\$6,000,000		\$2,000,000	\$2,000,000	\$2,000,000			ALL	2021	P					TIF, 001 Fund	\$6,000,000
50	Westwick extension to Maiden extension	Extend Westwick road from 200 ft west of Westmoreland to Maiden extension (approx 4,600ft) and 700 ft. Westwick urban upgrades	Westwick Rd.	200 ft West of Westmoreland	vic. PUD water res.	0.87	\$4,600,000			\$2,000,000	\$1,600,000	\$1,000,000		ALL	2022	P					TIF, 001 Fund	\$4,600,000
51	Second Street extension west	Extend Second St. from vic. Irrig. Canal west to vic. Maxine St. (approx. 1200 ft)	Second St.	Canal Blvd.	Maxine St.	0.23	\$2,250,000		\$2,250,000					ALL	2021	P					TIF, 001 Fund	\$2,250,000
52	Gunn Road Urban Upgrades	Accept roadway into public system with necessary urban upgrades including pedestrian accomodation, stormwater, and lighting.	Gunn Rd. (Pvt)	Euclid Ave.	Mall Property	0.25	\$1,000,000		\$1,000,000					ALL	2021	P			WSDOT	\$1,000,000		



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53	McKittrick Street Improvements	Reconstruct roadway. Construct new storm sewer, sidewalks, and illumination. ROW acquisition	McKittrick St	Pine Ave	Stella	0.18	\$1,600,000			\$1,600,000				ALL	2022	P			TIB	\$1,300,000	109 Fund	\$300,000
54	Wenatchee Avenue and Thurston St. Signal	Construct new traffic signal.	Wenatchee Avenue	Thurston Street	Thurston Street	0.1	\$500,000						\$500,000	ALL	2025	P			TIB	\$400,000	109 Fund	\$100,000
55	Fifth and Western Intersection Capacity Improvements	Extend LOS and improve southbound turning movement by adding right turn lane on Western Avenue.	Western Avenue	Fifth Street	Fifth Street	0.1	\$650,000		\$650,000					ALL	2021	P					001 fund, TIF's	\$650,000
56	Walnut St. Improvements	Reconstruction project to meet urban standards.	Walnut Street	Pine Ave	Stella	0.13	\$1,500,000					\$1,500,000		ALL	2024	P			TIB	\$1,275,000	109 Fund	\$225,000
57	Crawford Ave. Improvements	Construct sidewalk, curb and gutter	Crawford Avenue	Wenatchee Avenue	Mission Street	0.7	\$500,000			\$500,000				ALL	2022	P	STP(U)	\$430,000			109 Fund	\$70,000
58	Traffic Signal Improvements	Upgrade/preserve existing signals components and wiring at various older signals	Various				\$1,500,000				\$1,500,000			ALL	2020	P	STP(U)	\$1,300,000			109 Fund	\$200,000
59	Mission Street to Mission Ridge Gateway	Aesthetic improvements in the ROW along Mission Street consistent with South Wenatchee Action Plan	Mission Street	Crawford St.	City Limits		\$500,000		\$500,000					ALL	2021	P	STP(U), Other	\$450,000			Other	\$50,000
60	North Wenatchee Avenue Complete Streets Improvements	Construct median barrier, bicycle lanes, upgrade sidewalks, lighting, and landscaping consistent with subarea plan	North Wenatchee Avenue	Second St.	Fifth Street		\$1,500,000				\$1,500,000			ALL	2022	P	STP(U), Other	\$1,300,000			Other	\$200,000
61	Castlerock to Fifth Street Connector	Extend Castlerock Street and connect to 5th via Redhawk Canyon Drive.				0.27	\$5,700,000			\$5,700,000				ALL	2022	P					001 fund, TIF's	\$5,700,000
62	Crawford and Okanogan Intersection Control	Mini Roundabout and Pedestrian Crossing Improvements	Crawford Avenue			0.1	\$450,000			\$450,000				ALL	2022	P			STP	\$350,000	109 Fund	\$100,000
63	Easy Street and Penny Rd. Intersection	Capacity and Pedestrian Intersection Improvements	Easy Street			0.1	\$660,000				\$660,000			ALL	2023	P			STP	\$320,000	109 Fund	\$80,000
64	Railroad Grade Pedestrian Crossing	Install Pedestrian Crossing over railroad tracks near Bridge Street and connect to Pipeline Pedestrian Bridge					\$4,000,000					\$4,000,000		ALL	2024	P	OTHER	\$4,000,000				
65	Relocate BNSF Wenatchee Terminal	Relocate Terminal from South of Orondo Street to Appleyard. Reduces blocking of at-grade crossings in the city.					\$32,000,000						\$32,000,000	ALL	2023	P	OTHER	\$17,000,000	FMSIB	\$7,500,000	Other	\$7,500,000
66	SR285/Wenatchee Gateway Improvements	Landscaping enhancements along SR285 near North and South entrances to city and SR285 at Miller Street intersection	SR285				\$110,000			\$93,500	\$16,500			ALL	2022	P	TAP	\$110,000				

**COUNCIL AGENDA REPORT
PUBLIC WORKS DEPARTMENT**

TO: Frank Kuntz, Mayor
City Council

FROM: Gary Owen, City Engineer

SUBJECT: Ordinance No. 2020-20 vacating a portion of the city right-of-way commonly known as Horan Road.

DATE: July 15, 2020

MEETING DATE: July 23, 2020

I. OVERVIEW

The Chelan County Public Utility District (PUD) has been planning for their new headquarters facility along Horan Road in Olds Station for some time, and part of their plan includes the vacation of that portion of Horan Road adjacent to their site. In June, the PUD submitted a petition to the city to vacate a portion of Horan Road and on June 25th the City Council approved resolution 2020-22 establishing this date and time to hold a public hearing to consider an ordinance vacating that portion of Horan Road.

The proposed vacation area is graphically detailed in Exhibit "A" and described in Exhibit "B" to Ordinance no. 2020-20. It represents approximately 64,000 square feet of right-of-way that was acquired by the city in 2015 via annexation from Chelan County.

Staff has performed the required public noticing, consistent with RCW 35.79.020 for the proposed vacation, and specifically notified the public and private utility providers of the proposal. Currently city sewer, Chelan PUD water, and various communications providers utilize this portion of Horan Road. The ordinance includes language reserving a perpetual easement for the continued use of these utilities which is understood and the PUD is planning for accommodation with their site work plans.

An approximate value of the property was determined and agreed between PUD and City staff. The ordinance includes language guaranteeing payment of the agreed value to the City prior to this ordinance taking effect.

II. ACTION REQUESTED

1. Hold the public hearing for Ordinance No. 2020-20 considering the vacation of a portion of Horan Road in the City of Wenatchee.
2. Approve Ordinance No. 2020-20 as presented.

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

IV. TIME SCHEDULE

The right-of-way identified in Ordinance 2020-20 will be vacated five days after publication of the ordinance in the official newspaper, or after receipt of payment for the agreed value – whichever occurs later.

**COUNCIL AGENDA REPORT
PUBLIC WORKS DEPARTMENT**

V. REFERENCE(S)

1. Ordinance 2020-20

VI. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Steve Smith, City Attorney
Rob Jammerman, Public Works Director
Ruta Jones, Public Works Administrative Assistant
Brad Posenjak, Finance Director

PW's AGENDA ITEM 2020-26

ORDINANCE NO. 2020-20

AN ORDINANCE, vacating a portion of the City right-of-way along Horan Road.

WHEREAS, a petition was duly filed with the City dated June 3, 2020 requesting the vacation of a portion of City right of way along Horan Road situated in the City of Wenatchee, Chelan County, Washington, described as follows:

See legal description attached hereto as Exhibit "A" and map attached hereto as Exhibit "B".

WHEREAS, by Resolution No. 2020-22, the 23rd day of July, 2020, at the hour of 5:15 o'clock p.m. of said day in the City Council Chambers of the City Hall in the City of Wenatchee, Chelan County, Washington, was the time and place set for hearing of said proposed vacation; and

WHEREAS, due notice of said hearing has been given as required by law; and

WHEREAS, after due hearing and consideration of the proposed vacation, it was determined to be in the best interest of the City of Wenatchee to grant the vacation of the portion of said street and/or alley as hereinabove set forth, subject to the conditions that the City reserve in the vacated portion of said street a perpetual easement for the location, construction, repair and maintenance of any and all public utilities.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF
WENATCHEE DO ORDAIN** as follows:

SECTION

I

That the following described street and or alley situate in the City of Wenatchee, Chelan County, Washington be and the same is hereby vacated:

See map attached hereto as Exhibit "A" and legal description attached hereto as Exhibit "B".

SECTION

II

The City of Wenatchee reserves unto itself, its successors and assigns, a perpetual easement of right-of-way for the location, construction, repair and maintenance of all public utilities, including, but not limited to, water, sewer, electrical power, television cable, communications, fiber optic cable and gas lines.

SECTION

III

This ordinance shall not become effective until the abutting property owners/Petitioner has paid the sum of \$400,000, less the cost of a preliminary engineering study to extend a bike/pedestrian trail under the North Wenatchee Avenue bridge to connect to Chatham Hills, to the City of Wenatchee after which time this ordinance shall be published by the City Clerk. The ordinance shall thereafter take effect five (5) days from and after publication

once in the Wenatchee World, the same being the official newspaper of the City of Wenatchee.

**PASSED BY THE CITY COUNCIL OF THE CITY OF
WENATCHEE** at a regular meeting thereof this _____ day of _____, 2020.

CITY OF WENATCHEE, a
municipal Corporation

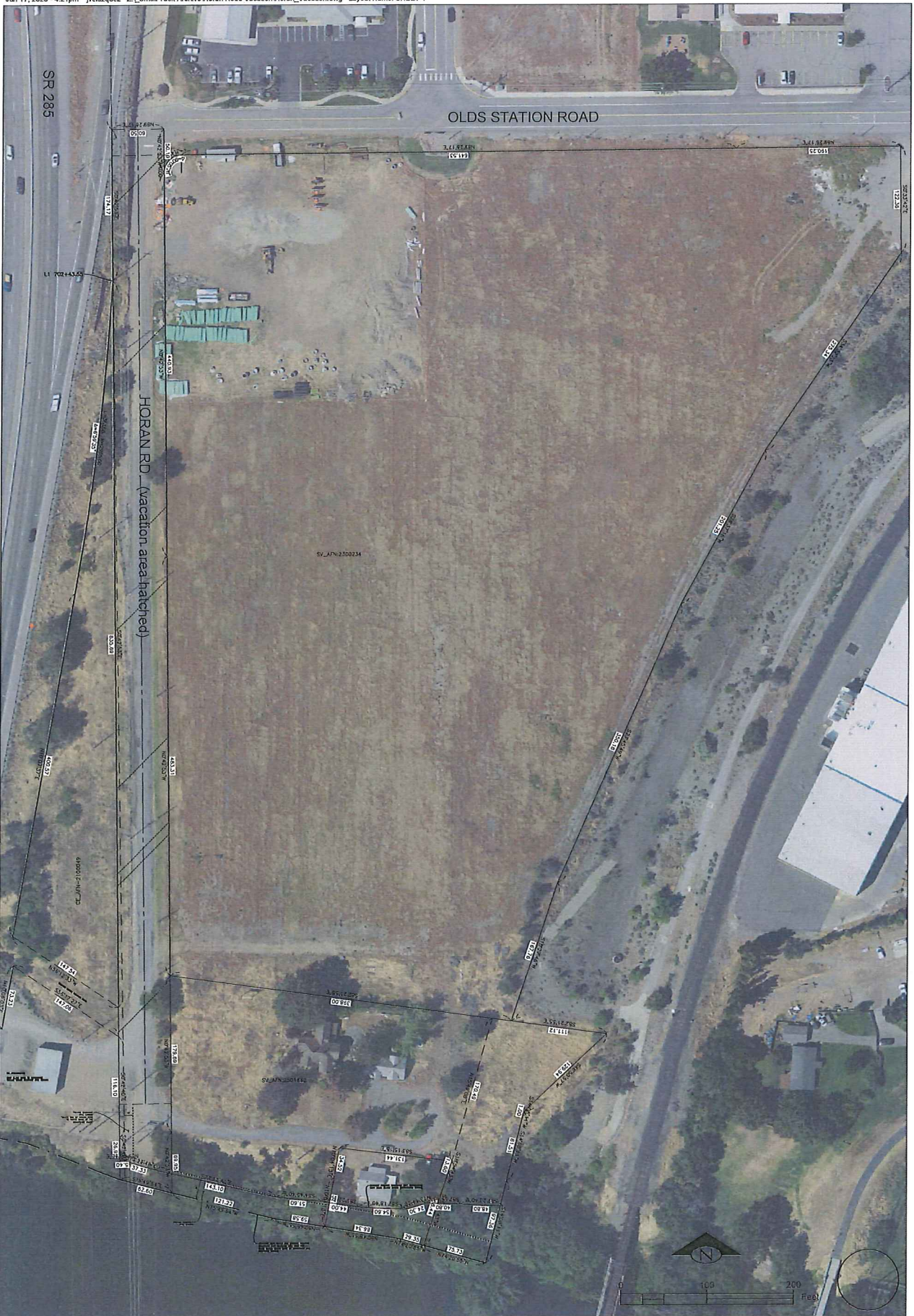
By _____
FRANK J. KUNTZ, Mayor

ATTEST:

By: _____
TAMMY STANGER, City Clerk

APPROVED:

By: _____
STEVE D. SMITH, City Attorney



SHEET 1 OF 1	SCALE: 1:50	DATE DRAWN: 6.17.2020	REVISIONS:
	DESIGNED: XXX	DRAWN: JBV	CHECKED: XXX
PROJECT NO. XXXX	APPROVED BY:	DATE APPROVED:	
DRAWING NAME: Horan_Vacallon.dwg			



PRELIMINARY
HORAN ROAD VACATION EXHIBIT A
ORDINANCE NO. 2020-**

EXHIBIT B

That portion of Horan Road lying south of the westerly extension of the southerly boundary of Olds Station Road and north of the northerly boundary of that portion of Horan Road vacated by the County of Chelan on January 2, 1917, being a portion of the Southwest quarter of the Northeast quarter of Section 28, Township 23 North, Range 20 East of the Willamette Meridian, Chelan County, Washington.