



**CITY OF WENATCHEE
PUBLIC NOTICE
Re: Wenatchee City Council Meeting
August 13, 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 13 de Agosto 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
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Email: cityclerk@wenatcheewa.gov • Web: www.wenatcheewa.gov



WENATCHEE CITY COUNCIL
Thursday, August 13, 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 checks #195756 through #195854 in the amount of \$902,471.92 for July 23, 2020
Claim checks #195855 through #195908 in the amount of \$694,098.79 for July 30, 2020
Claim check #195909 in the amount of \$10,500 for July 31, 2020
Payroll distribution (retirees) in the amount of \$12,845.98 for July 31, 2020
Benefits/deductions in the amount of \$901,382.42 for July 31, 2020
Claim checks #195922 through #195931 in the amount of \$8,477.99 for July 31, 2020
Payroll distribution in the amount of \$473,994.83 for August 5, 2020
Payroll distribution in the amount of \$2,809.14 for August 5, 2020
Claim checks #195932 through #196000 in the amount of \$255,549.55 for August 6, 2020

- Motion for City Council to accept the work performed by the contractor, Black Forest Finishing, on City Project No. SW18-07 – On-Call Concrete Flatwork, and further authorize the Mayor to sign the Final Contract Voucher.

3. Action Items.

A. Wenatchee City Hall Redevelopment – Project No. 1716 Bid Rejection

Presented by Facilities Manager Elisa Webb and Operations Manager Aaron Kelly

Action Requested: Staff recommends the City Council reject all bids received for the Wenatchee City Hall Redevelopment – Project 1716.

- B.** An amendment of the City budget for two funding changes to the Chelan-Douglas Homeless Program:
- A new grant award of \$642,636 by the Washington State Department of Commerce to the City of Wenatchee for the design, development, and operation of a regional low-barrier emergency shelter.
 - A funding increase amendment to the existing CARES Emergency Solutions Grant (ESG-CV) between the Washington State Department of Commerce and the City of Wenatchee.

Presented by Community Development Director Glen DeVries

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

- Enter into a new grant agreement between the Department of Commerce and the City of Wenatchee for the Low-Barrier Shelter Grant.
- Enter into an amended agreement to increase the funding for the existing CARES Emergency Solutions Grant (ESG-CV) between the Department of Commerce and the City of Wenatchee.
- Enter into an amended agreement for the existing ESG-CV Rapid Rehousing subgrant agreement with the Community Action Council to increase funding as recommended by the Chelan-Douglas Homeless Housing Task Force.
- Enter into new ESG-CV subgrantee agreements with Chelan Valley Hope, the Community Action Council, the People's Foundation, and the Women's Resource Center as recommended by the Chelan-Douglas Homeless Housing Task Force.

4. 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.

- C.** Resolution 2020-24 approving a Development Agreement between the City of Wenatchee and Roland and Dianna Wheeler

Presented by Public Works Director Rob Jammerman and City Attorney Steve Smith

Action Requested: Staff recommends the City Council pass Resolution 2020-24 adopting the Development Agreement between the City of Wenatchee and the Wheeler's and authorizes the Mayor to sign the agreement.

5. Reports.

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

6. Adjournment.

WENATCHEE CITY COUNCIL WORK SESSION

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

MINUTES

Thursday, July 16, 2020

5:15 p.m.

DRAFT

Present: Mayor Frank J. Kuntz, Councilmember Position 1 Jose Cuevas, Councilmember Position 2 Jim Bailey, Councilmember Position 3 Ruth Esparza, Councilmember Position 4 Travis Hornby, Councilmember Position 5 Mark Kulaas, Councilmember At-Large “B” Keith Huffaker

Staff Present: Executive Services Director Laura Merrill, City Clerk Tammy Stanger, IS Support Jessi Saucedo, Finance Director Brad Posenjak, Public Works Director Rob Jammerman, Engineering Services Manager Jacob Huylar, Project Engineer Ryan Harmon

DISCUSSION ITEMS:

A. Ninth Street Queue Lengths

Engineering Services Manager Jacob Huylar and Project Engineer Ryan Harmon provided background information for the Ninth Street Planning Study, and Project Manager Mike Hendricks and Lead Engineer Brett Powell of Perteet presented a power point presentation outlining the purpose of the study, the process which will include evaluating, public outreach, and a final report and recommendations. The recommendation of the consultant at this time is to look at a three-lane permissive left-turn phasing with intersection safety treatments. The estimated full project cost is \$859,000. A partial project cost with phased in improvements is estimated at \$381,000.

B. COVID Financial Impacts

Finance Director Brad Posenjak provided an overview and forecast of the city’s current budget and next year’s budget with a forecast of revenues and sales taxes being down, at a loss of close to \$900,000 for 2020. With the reserve balance and rainy day fund, the city should be able to absorb this loss; however, it is recommended to slow spending and not fill open positions as much as possible at this time. The budget for 2021 will not include any enhancements in services and with the CPI being less than 1%, there will not be any cost of living increases. It is anticipated that 2021 will incur a deficit of \$800,000.

He also provided an update on the CARES funding application to reimburse the city \$700,000 in costs. The Mayor added that he and Executive Services Director Laura Merrill made a recommendation to the County to include local businesses in their CARES funding disbursements and they agreed.

With nothing further to discuss, the meeting adjourned at 6:24 p.m.

Frank J. Kuntz, Mayor

Attest:

Tammy L. Stanger, City Clerk



WENATCHEE CITY COUNCIL
Thursday, July 23, 2020
Wenatchee City Hall Council Chambers
301 Yakima Street, 2nd Floor
Wenatchee, WA 98801
MINUTES

DRAFT

Present: Mayor Frank Kuntz, Councilmember District 1 José Cuevas, Councilmember District 2 Jim Bailey, Councilmember District 3 Ruth Esparza, Councilmember District 4 Travis Hornby, Councilmember District 5 Mark Kulaas, Councilmember At-Large “A” Linda Herald, Councilmember At-Large “B” Keith Huffaker (via phone)

Staff Present: Executive Services Director Laura Merrill, City Attorney Steve Smith; City Clerk Tammy Stanger; IS Support Tim McCord, Finance Director Brad Posenjak, Public Works Director Rob Jammerman, Police Captain Edgar Reinfeld, Engineering Services Manager Jacob Huylar, City Engineer Gary Owen

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. All Councilmembers were present, with Councilmember Keith Huffaker participating via phone.

2. Consent Items:

Motion by Councilmember Jim Bailey to approve agenda, vouchers, and minutes from previous meetings, and 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. Councilmember Mark Kulaas seconded the motion. Motion carried (7-0).

3. Presentations:

- Fire Adapted Neighborhood Hero Month Proclamation read by Councilmember Jose Cuevas. Councilmember Cuevas will deliver to Alma Chacon on behalf of CAFÉ and Parque Padrinos.

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)

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

Motion by Councilmember Mark Kulaas for City Council to approve and authorize the Mayor to sign the Real Estate Purchase and Sale Agreement. Councilmember Travis Hornby seconded the motion. Motion carried (7-0).

- 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

Executive Services Director Laura Merrill presented the staff report. Emergency Management Representative Stan Smoke was also present. Council asked questions.

Motion by Councilmember Linda Herald for 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. Councilmember Jose Cuevas seconded the motion. Motion carried (7-0).

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

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

Motion by Councilmember Travis Hornby for the City Council to 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. Councilmember Mark Kulaas seconded the motion. Motion carried (7-0).

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

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

Motion by Councilmember Ruth Esparza for City Council to 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. Councilmember Jose Cuevas seconded the motion. Motion carried (7-0).

- 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.

Housing Programs Coordinator Oliver Crain presented the staff report. Council asked questions.

Motion by Councilmember Linda Herald for City Council to 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, and to 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. Councilmember Jim Bailey seconded the motion. Motion carried (7-0).

5. Public Hearing Items. The Mayor explained the public hearing process.

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

City Engineer Gary Owen presented the staff report. Council asked questions and commented.

The Mayor then asked for public comment. There was no one who wished to comment.

Motion by Councilmember Mark Kulaas for City Council to approve Ordinance No. 2020-17 adopting the annual comprehensive street plan for the ensuing six year period of 2021 through 2026 without modifications. Councilmember Ruth Esparza seconded the motion. Motion carried (7-0).

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

City Engineer Gary Owen presented the staff report.

Council asked questions.

The Mayor asked for public comment. The following people spoke on the matter:

1. Gary Arsenault, Chelan County PUD, stated the PUD has been working cooperatively with the WSDOT to solve any issues that the DOT may have with the vacation. Mr. Arsenault asked for approval of the roadway vacation.
2. Wade Detillion, WSDOT, agreed with what Mr. Arsenault stated, but feels additional time is needed to review.

Additional discussion was held. The City Attorney asked if the City Clerk had received any written objections to the vacation. The City Clerk stated no, she had not received any written objections.

Motion for City Council to approve Ordinance No. 2020-20 vacating a portion of Horan Road in the City of Wenatchee, with the exception that the northerly boundary of the proposed vacation be moved 33 feet to the south. Councilmember Travis Hornby seconded the motion. Motion carried (7-0).

6. Reports.

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

1. Sales tax numbers for May are flat from same time last year, and with the extension of March/April taxes being paid, staff is still trying to get an idea of losses.
2. He and staff met with Chelan County regarding the jail contract. They have proposed a different way for charging for next year which will cause a considerable increase for the city. Work will continue to reach an agreement.
3. Environmental work on Confluence Parkway continues. The Mayor has asked Link Transit to assist, and has an information request to the Port as well, to help close the \$700,000 gap. Work will continue to get the project to the finish line for the next round of grant applications.
4. The Finance Director has begun work on the 2021 budget, and is in the middle of the State audit.
5. Public Works has the street preservation project underway, and the Ninth Street parking lot project is also in process.
6. COVID cases continue to rise. Walmart has closed its doors today until Saturday to sanitize due to 21 employees testing positive for COVID. The Governor issued more changes today. Visitors continue to come to Wenatchee for outdoor recreation. Hotels have been full.

b. Reports/New Business of Council Committees

Councilmember Jose Cuevas reported that he has been working through issues with staff about concession stands in Methow Park.

Councilmember Mark Kulaas reported that the Museum Board met this week and they are struggling with everything. They appreciated the assistance of Executive Services Director Merrill with revising the contract with the city to comply with the grant they have received to redo the exhibit area.

Councilmember Ruth Esparza reported that the Health District will be asking various local agencies for monetary assistance for funding.

Councilmember Linda Herald continues to participate in the Homeless Task Force meetings and commended Oliver Crain and Sandra Van Osten for doing an excellent job.

7. Adjournment. With no further business, the meeting adjourned at 6:23 p.m.

Frank J. Kuntz, Mayor

Attest:

Tammy Stanger, City Clerk



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Jacob Huylar, Engineering Services Manager
Public Works Department

MEETING DATE: August 13, 2020

I. SUBJECT

City Project SW18-07 – On-Call Concrete Flatwork
Final Acceptance

II. ACTION REQUESTED

Staff recommends that the City Council accept the work performed by the contractor, Black Forest Finishing, on City Project No. SW18-07 – On-Call Concrete Flatwork, and further authorize the Mayor to sign the Final Contract Voucher.

III. OVERVIEW

This project was implemented to allow timely restoration of concrete infrastructure during times when the city’s maintenance crews were experiencing increased workloads. The contract was in place for one year and was set up on an on-call basis.

IV. FISCAL IMPACT

The 2019 City Budget allocated funding based on the “Budget” column below. The “Contracted Work” column shows the final amounts billed by the contractor. Contracted work under the General Fund was authorized by the Parks Maintenance crew to replace sidewalk at Centennial Park.

Fund	Budget	Contracted Work
001 – General Fund	\$0.00	\$21,467.08
023 – Non-Recurring General Fund	\$25,000.00	\$0.00
108 – Street Maintenance	\$75,000.00	\$81,086.99
401 – Water Utility	\$150,000.00	\$28,927.38
405 – Sewer Utility	\$25,000.00	\$0.00
410 – Stormwater Utility	\$0.00	\$26,166.40
Total:	\$275,000.00	\$157,597.85

VI. REFERENCE(S)

1. Final Contract Voucher

VII. ADMINISTRATIVE ROUTING

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

City of Wenatchee
On-Call Concrete Flatwork

April 2019
Contract Forms



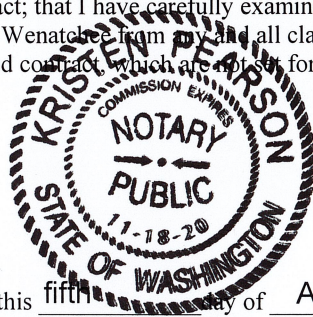
City of Wenatchee
Department of Public Works

Final Contract
Voucher Certificate

Contractor Black Forest Finishing			
Street Address 790 Black Forest Rd			
City Wenatchee	State WA	Zip 98801	Date August 5, 2020
City Project Number SW18-07	Federal-Aid Project Number N/A	Highway Number N/A	
Job Title On-Call Concrete Flatwork			
Date Work Physically Completed May 28, 2020		Final Amount \$157,597.85	

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 set forth in said estimate.



John D. Black
Contractor Authorized Signature Required

John D. Black, President
Type Signature Name

Subscribed and sworn to before me this fifth day of August 2020

X Kristin Pearson Notary Public in and for the State of Washington,

residing at 1914 Wellington Pl Wenatchee WA 98801

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



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Elisa Webb, Facilities Manager
Aaron Kelly, Operations Manager
Public Works Department

MEETING DATE: August 13, 2020

I. SUBJECT

Wenatchee City Hall Redevelopment – Project No. 1716 Bid Rejection

II. ACTION REQUESTED

Staff recommends the City Council reject all bids received for the Wenatchee City Hall Redevelopment – Project 1716

III. OVERVIEW

The Wenatchee City Hall Redevelopment went to bid with a \$6,900,000 - \$7,775,000 estimate. The City of Wenatchee has budgeted \$7,800,000, not including contingency, for the construction of the new Wenatchee City Hall. Five bids were received. Upon review of the bids, the lowest responsible bidder is Cascade Central Construction, LLC with a base bid of \$11,338,250.

It appears that COVID-19 may have played a role in disturbing material prices.

IV. FISCAL IMPACT

Rejecting all bids will result in rebid costs. An evaluation of the overall project will be performed in an effort to find value engineering gains with a goal to reduce the scope of the project and the project costs as a whole.

V. PROPOSED PROJECT SCHEDULE


It is Staff's recommendation to wait out the COVID-19 impacts and rebid during a more conducive bidding climate.

VI. REFERENCE(S)

1. Bid Tabulation, attached

VII. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Laura Merrill, Executive Services Director
Brad Posenjak, Finance Director
Rob Jammerman, Public Works Director

 **City of Wenatchee**
Bid Tabulation
July 28, 2020 - 3:00 pm

Project 1716 - Wenatchee City Hall Redevelopment			1	2	3	4	5	
			Engineer's Estimate	Cascade Central Construction, LLC	MH Construction Inc.	TW Clark Construction, LLC	FORMA Construction Company	Halme Builders Inc.
Item #	DESCRIPTION	Unit	Amount	Total	Total	Total	Total	Total
BASE	LUMP SUM BASE BID	LS	\$6,900,000 - \$7,775,000	\$ 10,450,000.00	\$ 8,885,000.00	\$ 8,826,000.00	\$ 9,380,000.00	\$ 8,850,000.00
	TAX @ 8.5%			\$ 888,250.00	\$ 755,225.00	\$ 750,210.00	\$ 797,300.00	\$ 752,250.00
	TOTAL BASE BID			\$ 11,338,250.00	\$ 9,640,225.00	\$ 9,576,210.00	\$ 10,177,300.00	\$ 9,602,250.00
	ADDITIVE BID ALTERNATES							
1	SKYLIGHTS			\$ 175,000.00	\$ 160,000.00	\$ 208,000.00	\$ 216,000.00	\$ 200,000.00
2	PAVEMENT REPLACEMENT			\$ 45,000.00	\$ 48,000.00	\$ 44,000.00	\$ 48,000.00	\$ 20,000.00
3	EXISTING VAV REPLACEMENT			\$ 65,000.00	\$ 114,000.00	\$ 130,000.00	\$ 97,000.00	\$ 120,000.00
	SUBCONTRACTORS							
	PLUMBING			Professional Piping	Apollo	Apollo	McDonald Miller	Apollo
	MECHANICAL			Wells & Wade Mechanical	Apollo	Apollo	ACI Northwest	Apollo
	ELECTRICAL			Schmitt Electric	Titan	Schmitt Electric	Titan	Titan
	REQUIRED DOCUMENTS							
1	Bid Proposal			X	X	X	X	X
2	Bid Security (AIA Document A310)			X	X	X	X	X
3	Statement of Bidder's Qualifications			X	X	X	X	X
4	Statement of Proposed Subcontractors for HVAC, Plumbing & Electrical Work			X	X	X	X	X
5	Certification of Non-Segregated Facilities			X	X	X	X	X
6	Non-Collusion Affidavit			X	X	X	X	X
7	Certification of Compliance with Wage Payment Statutes			X	X	X	X	X
8	Addendum Receipt			X	X	X	X	X
9	Schedule of Values Form			X				



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Sandra Van Osten, Housing Programs Coordinator
Oliver Crain, Housing Programs Coordinator
Glen DeVries, Community Development Director
Community Development Department

MEETING DATE: August 13, 2020

I. SUBJECT

An amendment of the City budget for two funding changes to the Chelan-Douglas Homeless Program:

- A new grant award of \$642,636 by the Washington State Department of Commerce to the City of Wenatchee for the design, development, and operation of a regional low-barrier emergency shelter.
- A funding increase amendment to the existing CARES Emergency Solutions Grant (ESG-CV) between the Washington State Department of Commerce and the City of Wenatchee.

II. ACTION REQUESTED

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

- Enter into a new grant agreement between the Department of Commerce and the City of Wenatchee for the Low-Barrier Shelter Grant.
- Enter into an amended agreement to increase the funding for the existing CARES Emergency Solutions Grant (ESG-CV) between the Department of Commerce and the City of Wenatchee.
- Enter into an amended agreement for the existing ESG-CV Rapid Rehousing subgrant agreement with the Community Action Council to increase funding as recommended by the Chelan-Douglas Homeless Housing Task Force.
- Enter into new ESG-CV subgrantee agreements with Chelan Valley Hope, the Community Action Council, the People's Foundation, and the Women's Resource Center as recommended by the Chelan-Douglas Homeless Housing Task Force.

III. OVERVIEW

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

The homeless planning and fund distribution processes are guided by the Chelan-Douglas Homeless Housing Task Force (HTF). The HTF is comprised of community representatives and local elected officials from all jurisdictions in Chelan and Douglas Counties.

Item 1: Low-Barrier Shelter Grant

The Department of Commerce has allocated new funding through the Low-Barrier Shelter Grant for the design, development, and operation of a regional low-barrier emergency shelter for Chelan and Douglas counties. The total allocated amount is shown below in Table 1.

The HTF requested that City staff prepare and submit the Low-Barrier Shelter grant application on behalf of Chelan and Douglas counties and the City of East Wenatchee and retain a portion of the funding for the City's grant administration and program management activities as outlined below:

Table 1: Low-Barrier Shelter Grant Award (8/1/20 - 6/30/23)		
Grant Program	Total Funding	Description
Low-Barrier Shelter Grant Award	\$642,636	
Subtotal	\$ 642,636	
City Administration	(\$ 32,132)	5% of grant award for grant administration activities
City Program Management	(\$96,660)	City staff time for facility/program planning activities prior to facility occupancy
Total Available Subgrant Funding	\$ 513,844	To be determined after initial facility planning period

Item 2: CARES Emergency Solutions Grant (ESG-CV) Amendment:

The Department of Commerce is allocating additional funding through the existing CARES Emergency Solutions Grant (ESG-CV). The HTF recommended allocations as listed in Tables 2 and 3 below.

The tables list approximate award amounts based on an estimated award total that has not yet been released by Commerce. Staff requests that the Council authorize the Mayor to sign contracts for services that align with the percentages of the awards listed in the tables below. The specific contract amounts will be revised using those percentages when Commerce releases the final award amounts in late August.

Table 2: Estimated ESG-CV Round 2 Awards		
Grant Program	Estimated Additional Funding Award	Description
CARES Emergency Solutions Grant (ESG-CV) Round 2	\$ 1,182,946	Funds used to prevent, prepare for, and respond to the Coronavirus pandemic among individuals and families who are homeless or receiving homeless assistance.
Subtotal	\$ 1,182,946	
City Administration (ESG-CV)	(\$ 59,147)	5% of grant award
Total Available Subgrant Funding	\$ 1,123,799	

Table 3: Recommended ESG-CV Round 2 Grant Awards		
Agency/Service Type	Estimated Allocation	Recommended Percentage Allocations
Community Action Council: Rapid Rehousing rent assistance	\$ 665,658	59%
Community Action Council: Emergency hotel vouchers	\$ 180,000	16%
Community Action Council: Eviction prevention rent assistance	\$ 146,141	13%
The People’s Foundation: Severe weather emergency shelter	\$ 92,400	8%
Women’s Resource Center: Severe weather emergency shelter	\$ 39,600	4%
Total	\$ 1,123,799	100%

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

The sources of funds being made available include state and federal funding specifically restricted to homeless and low-income housing eligible activities. Additional funds have been set-aside for City homeless program management activities including administration.

Fiscal impacts to the City include administration and program management costs associated with administering these programs. A certain percentage of grant funds may be spent on City administration and program management expenses. An estimate of these expenses has been submitted for inclusion in the 2020 budget for fund 117 and the Community Development Department. These expenses are reimbursable activities. Chelan Douglas Homeless Program cost impacts to the City’s budget are evaluated for indirect costs and then directly for general fund impacts. Minor budget amendments are expected throughout the respective grant terms.

VI. REFERENCE(S)

None

VII. ADMINISTRATIVE ROUTING

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



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Rob Jammerman, Public Works Director
Steve Smith, City Attorney

MEETING DATE: August 13, 2020

I. SUBJECT

Resolution 2020-24 approving a Development Agreement between the City of Wenatchee and Roland and Dianna Wheeler (Wheeler's)

II. ACTION REQUESTED

Staff recommends the City Council pass Resolution 2020-24 adopting the Development Agreement between the City of Wenatchee and the Wheeler's and authorizes the Mayor to sign the agreement.

III. OVERVIEW

The details regarding the proposed Development Agreement are as follows:

- A. The Wheelers are applying to Short Plat their property at 2013 Maple Street into 3 lots (see Attachment 1).
- B. As a condition of the Short Plat the City requires the Wheeler's to dedicate right-of-way to the City and construct approximately 235 feet of half-street improvements along the property frontage on Maple Street.
- C. In lieu of installing the street improvements, the Wheeler's have agreed to dedicate 5,319 square feet of right-of-way as shown on Exhibit B in the Development Agreement and pay \$46,970.00 prior to recording the Short Plat. These two conditions satisfy the Wheeler's obligation to improve Maple Street with half-street improvements and relieves them from any further obligations for street improvements.
- D. The City is negotiating a Development Agreement with Triad Development that will have a provision requiring Triad to complete the Maple Street improvements including the 235 feet in front of the Wheeler's property. The dedication of right-of-way from the Wheeler's allow Maple Street to be shifted south and avoid demolishing an existing home on the North side of Maple Street.

Memorandum to Mayor Kuntz

August 13, 2020

Page 2

- E. This Development Agreement provides the assurance to the City and the Wheeler's that the short plat conditions for street improvements along Maple Street have been met.

IV. FISCAL IMPACT

The City is receiving the right-of-way dedication at no charge and is further being compensated \$46,970.00 for Wheeler's portion of the Maple Street Improvements

V. PROPOSED PROJECT SCHEDULE

NA

VI. REFERENCE(S)

1. Resolution 2020-24
2. Notice of Public Hearing

VII. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Laura Merrill, Executive Services Director
Brad Posenjak, Finance Director
Gary Owen, City Engineer
Emma Honeycutt, Project Engineer

Attachment

Agenda Report No. 2020-24

RESOLUTION NO. 2020-24

A RESOLUTION, approving a development agreement between the City of Wenatchee and Roland E. “Sandy” Wheeler and Dianna G. Wheeler.

WHEREAS, Roland E. “Sandy” Wheeler and Dianna G. Wheeler (“Wheelers”) are the owners of certain real property located at 2013 Maple Street, Wenatchee, Chelan County, Washington and more fully described on Exhibit “A” attached hereto (the “Property”); and

WHEREAS, Wheelers are applying to the City for approval of a short plat of the Property into three lots (“the Short Plat”); and

WHEREAS, as a condition of approval of the Short Plat, the City requires that Wheelers dedicate right of way to the City and installation of approximately 235 feet of half street improvements along the Property frontage on Maple Street. In lieu of installing the street improvements, Wheelers have agreed to dedicate right of way as shown on the legal description and drawing attached hereto as Exhibit “B”. In addition, the City requires that the Wheelers pay to the City the sum of \$46,970 prior to obtaining final approval of the Short Plat and recording thereof. The right of way dedication and the cash payment shall relieve the Wheelers from any further obligation to participate in the Maple Street improvements in mitigation of the impacts of the Short Plat.; and

WHEREAS, the City and Wheelers have reached an agreement with respect to the dedication of right of way and cost sharing in the form of a development

agreement; and

WHEREAS, Chapter 36.70B RCW authorizes the City to enter into development agreements setting forth the development standards and other provisions that apply to and govern the development; and

WHEREAS, a duly advertised public hearing was held before the City Council on August 13, 2020.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE that the development agreement in the form attached hereto as Exhibit "C" shall be and hereby is approved and that the Mayor is authorized to sign the same.

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

CITY OF WENATCHEE, a Municipal
Corporation

By _____
FRANK KUNTZ, Mayor

ATTEST:

By: _____
TAMMY L. STANGER
City Clerk

APPROVED:

By: _____
STEVE D. SMITH
City Attorney

EXHIBIT "A"

The Northerly 35 acres of the Southeast quarter of the Northwest quarter of the Southeast quarter of Section 32, Township 23 North, Range 20 East of the Willamette Meridian, Chelan County, Washington, lying Easterly of the right of way of Wenatchee Reclamation District Canal,

EXCEPT the Northerly 15 feet and Easterly 15 feet thereof for road right of way,

EXCEPT any portion there of lying within the Southerly 205.00 feet of said Southeast quarter of the Northwest quarter of the Southeast quarter, said 205.00 feet being measured along the Easterly line of said subdivision,

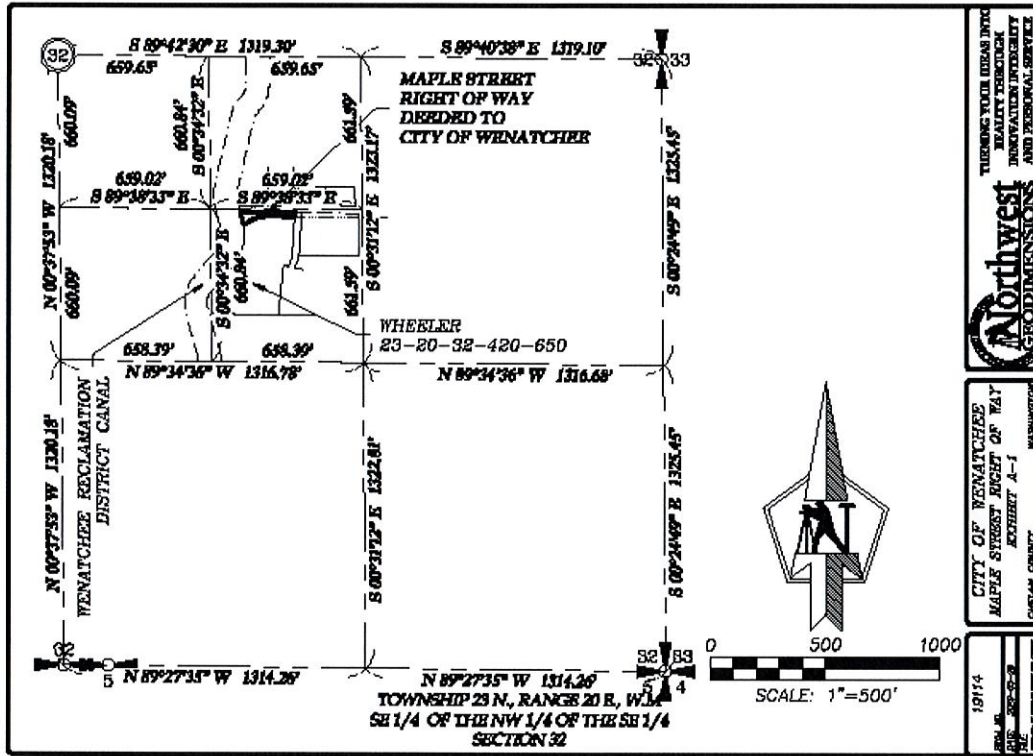
AND EXCEPT therefrom that portion of the foregoing described parcel of land; A parcel of land located in the Southeast quarter of the Northwest quarter of the Southeast quarter of Section 32, Township 23 North, Range 20 East of the Willamette Meridian, Chelan County, Washington, more particularly described as follows;

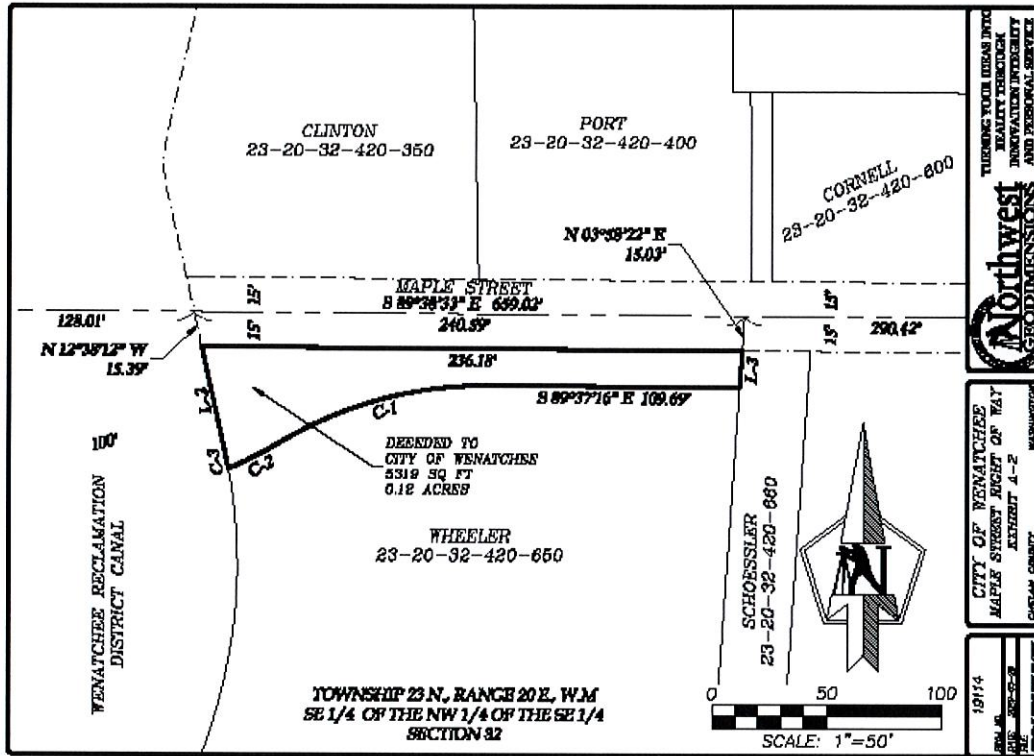
Commencing at the Northeast corner of the Northwest quarter of the Southeast quarter of Section 32, a 5/8 iron pin, from which the Southeast quarter corner of said Section 32, a found 5/8" iron pin in monument case at the intersection of Mulberry lane and Western Avenue, bears South 89°42'45" East (Washington State Department of Highways bearing datum on the East line of the Southeast quarter of said Section 32) 1319.14 feet; thence South 0°32'20" Est along the East line of said Northwest quarter of the Southeast quarter of Section 32 for 661.31 feet to a 5/8" iron pin, said pint being the Northeast corner of the Southeast quarter of the Northwest quarter of the Southeast quarter of said Section 32; thence continuing South 0°32'20" East along said line 456.31 feet to a 5/8 iron pin, from which the Southeast corner of said Southeast quarter of the Northwest quarter of the Southeast quarter bears South 0°32'20" East 205.00 feet; thence North 89°35'15" West 106.49 feet on a line parallel to the South line of said subdivision to a 5/8 iron pin and the True Point of Beginning of this description; thence continuing North 89°35'15" West 260.96 feet; thence North 5°34'30" East 213.49 feet; thence South 79°21'06" East 20.77 feet; thence North 24°19'4.3" East 41.74 feet, the foregoing four points being 5/8 iron pins; thence North 3°56'02" East 194.22 feet to 5/8" iron pin on the Southerly right-of-way line of Upper Maple Street; thence South 89°39'00" East on a line parallel to the North line of said Southeast quarter of the Northwest quarter of the Southeast quarter and along said right-of-way line for 30.06 feet; thence South 3°56'02" North 201.49 feet; thence South 24°1.9" 43" West 39.83 feet; thence South 79°21'06" East 38.83 feet; thence South 48°45'09" East 97.21 feet; thence South 16°17'47" East 55.18 feet, the foregoing six points begin 5/8 iron pins; thence South 37°52'58" East 102.11 feet to the True Point of Beginning.

EXHIBIT "B"

A portion of the Southeast quarter of the Northwest quarter of the Southeast quarter, Section 32, Township 23 North, Range 20 E. W.M., CHELAN, Washington described as follows;
The distances of this description are in grid. Multiply by a combined scale factor of 1.00002958 to derive ground distances.

Beginning at the Northeast corner of the Southeast quarter of the Northwest quarter of the Southeast quarter, said Section 32, thence North 89°38'33" West along the North line of the subdivision of said Section 32 a distance of 290.42 feet; thence South 03°58'22" West a distance of 15.03 feet to a point on the Southerly right of way of Maple Street, a rebar and the True Point of Beginning; thence North 89°38'33" West along the Southerly right of way of said Maple Street a distance of 236.18 feet to a point on the easterly boundary of Wenatchee Reclamation District Canal; thence South 12°38'12" East along the westerly right of way of said Wenatchee Reclamation District Canal a distance of 46.48 feet; thence 7.90 feet continuing along said right of way through a tangent curve right with a radius of 225.00 feet, a central angle of 02°00'39", with a chord bearing of South 11°37'53" East, and a chord distance of 7.90 feet; thence 26.18 feet leaving said right of way through a non-tangent curve left having a radius of 225.00 feet, a central angle of 06°40'04", with a chord bearing of North 62°40'59" East, and a chord distance of 26.17 feet; thence 94.78 feet through a reverse curve right with a radius of 175.00 feet, a central angle of 31°01'47", with a chord bearing of North 74°51'50" East, and a chord distance of 93.62 feet; thence South 89°37'16" East a distance of 109.69 feet; thence North 03°58'22" East a distance of 15.92 feet to the True Point of Beginning.





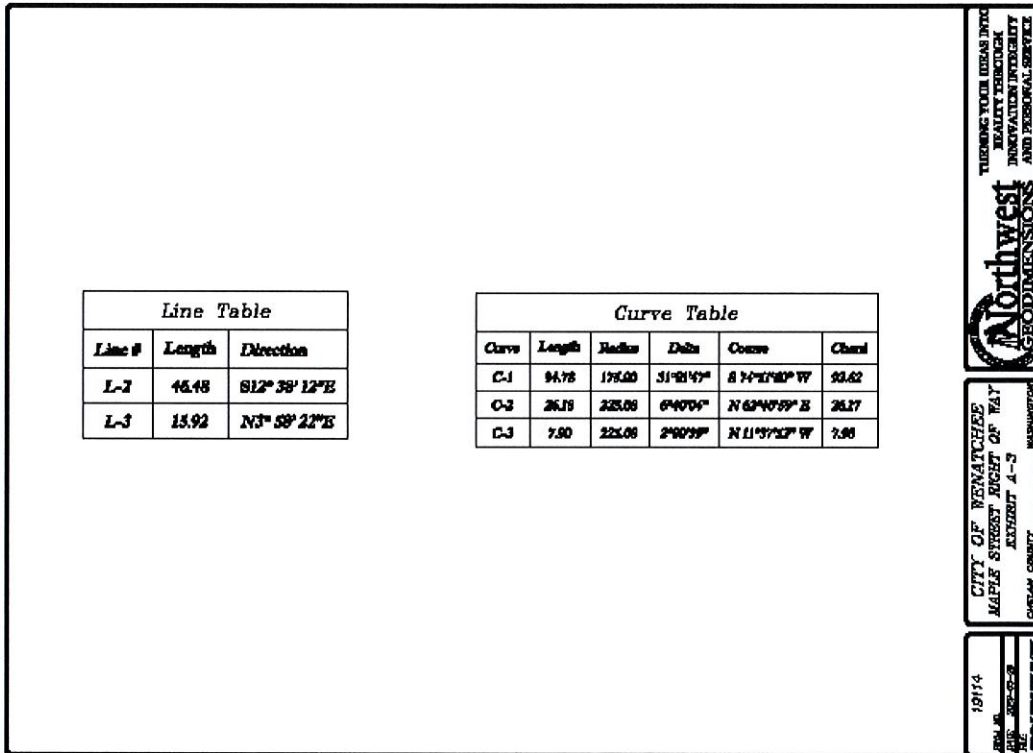


EXHIBIT “C”

Return Address:
Steve D. Smith
Davis, Arneil Law Firm, LLP
617 Washington Street
Wenatchee, WA 98801

**DEVELOPMENT AGREEMENT
BETWEEN THE
CITY OF WENATCHEE
AND
WHEELER**

Reference numbers of related documents: n/a

Grantors:

1. WHEELER, Roland (Sandy) and Dianna

Grantees:

1. CITY OF WENATCHEE

Legal Description:

1. Ptn. NW ¼ of SE ¼, Sec. 32, T23N, R20 EWM, Chelan County, Washington
2. Additional legal description is on pages 1-2 of document

Assessor’s Property Tax Parcel Account Number(s): 23-20-32-420-650

THIS DEVELOPMENT AGREEMENT (“Agreement”) is entered into by and between the City of Wenatchee, a Washington municipal corporation (“City”) and Roland E. “Sandy” Wheeler and Dianna G. Wheeler, husband and wife (“Wheelers”). The City and Wheelers may hereafter be collectively referred to as the “Parties” or individually as a “Party.”

RECITALS:

A. Wheelers are the owners of certain real property located at 2013 Maple Street, Wenatchee, Chelan County, Washington, legally described on Exhibit “A” attached hereto and incorporated herein by this reference (“the Property”).

B. Wheelers are applying to the City for approval of a short plat of the Property into three lots (“the Short Plat”).

C. As a condition of approval of the Short Plat, the City requires that Wheelers dedicate right of way to the City and installation of approximately 235 feet of half-street improvements along the Property frontage on Maple Street. In lieu of installing the street improvements, Wheelers have agreed to dedicate right of way as shown on the legal description and drawing attached hereto as Exhibit “B”. In addition, the City requires that the Wheelers pay to the City the sum of \$46,970 prior to obtaining final approval of the Short Plat and recording thereof. The right of way dedication and the cash payment shall relieve the Wheelers from any further obligation to participate in the Maple Street improvements in mitigation of the impacts of the Short Plat.

D. Any and all utility extension costs necessary to serve the Short Plat shall be at Wheelers’ expense.

E. The City is negotiating a development agreement with Triad Maple, LLC (“Triad”) that is anticipated to have a provision requiring Triad to complete the Maple Street improvements fronting Wheelers’ Short Plat and to the West thereof. The City makes no representations or guaranties, and the Wheelers are relying on no such representations, as to when the improvements to Maple Street will be made.

AGREEMENT:

NOW, THEREFORE, in consideration of partial satisfaction of the conditions of approval of Wheelers’ Short Plat application the City and Wheelers agree as follows:

1. Recitals. The foregoing recitals shall be and hereby are incorporated in this Agreement as if set forth in full herein.

2. Ownership. Wheelers warrant that they are the owners of the real property described in Exhibit “A” and that they have the full and complete authority to enter into this Agreement with the City for the purposes set forth herein.

3. Dedication. Wheelers agree to immediately dedicate to the City a portion of the Property for public right of way as described and shown on Exhibit “B” attached hereto. Title to the right of way shall be conveyed by Wheelers to the City as right of way by statutory warranty deed free and clear of all defects and encumbrances not materially impacting the intended use of the public right of way for the City. The City shall require a release of the deed of trust in favor of Cashmere Valley Bank recorded at Chelan County AFN 2514154 as it relates to the right of way being acquired as described and shown on Exhibit “B” prior to accepting the deed and granting final approval of the Short Plat.

4. Payment. Wheelers shall pay to the City the sum of \$46,970 prior to obtaining final approval of the Short Plat and recording thereof. The payment is for the Wheelers proportionate share of the Maple Street sewer main extension and the said half-street improvements. Because the Wheelers are paying for

(printed or typed name)
NOTARY PUBLIC, State of Washington
My Commission Expires _____

STATE OF WASHINGTON)
) ss.
County of Chelan)

I certify that I know or have satisfactory evidence that Roland E. "Sandy" Weaver and Dianna G. Wheeler are the persons who appeared before me, and said persons acknowledged that they signed this instrument and acknowledged it to be their free and voluntary act for the uses and purposes mentioned in the instrument.

DATED this ____ day of _____, 2020.

(signature)

(printed or typed name)
NOTARY PUBLIC, State of Washington
My Commission Expires _____

EXHIBIT "A"

The Northerly 35 acres of the Southeast quarter of the Northwest quarter of the Southeast quarter of Section 32, Township 23 North, Range 20 East of the Willamette Meridian, Chelan County, Washington, lying Easterly of the right of way of Wenatchee Reclamation District Canal,

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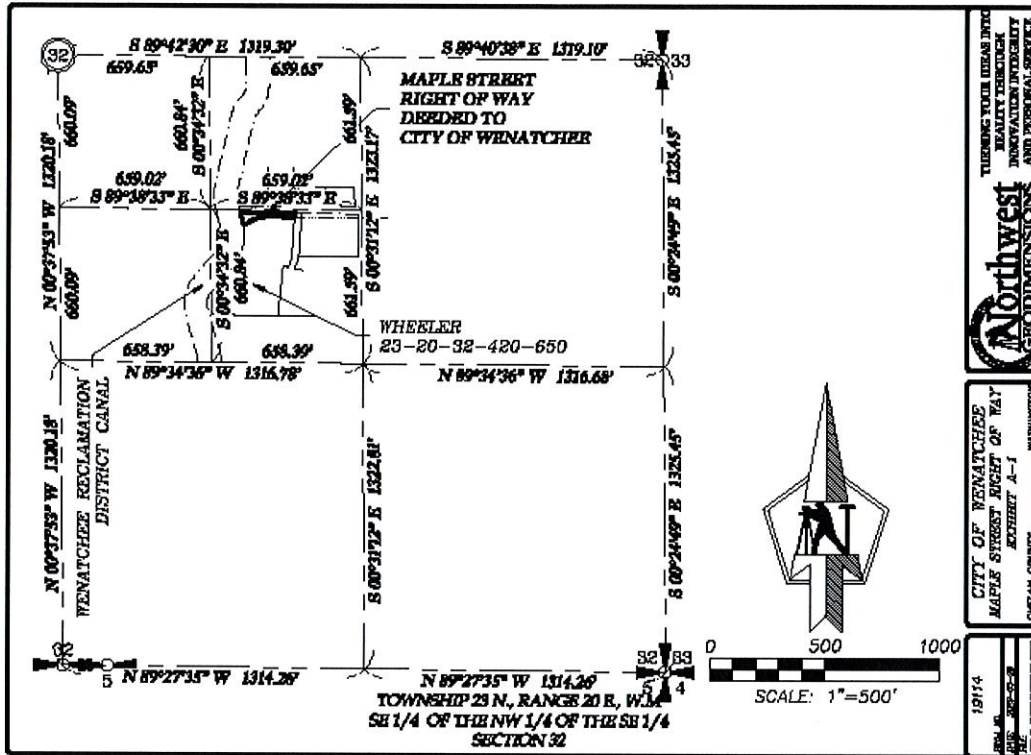
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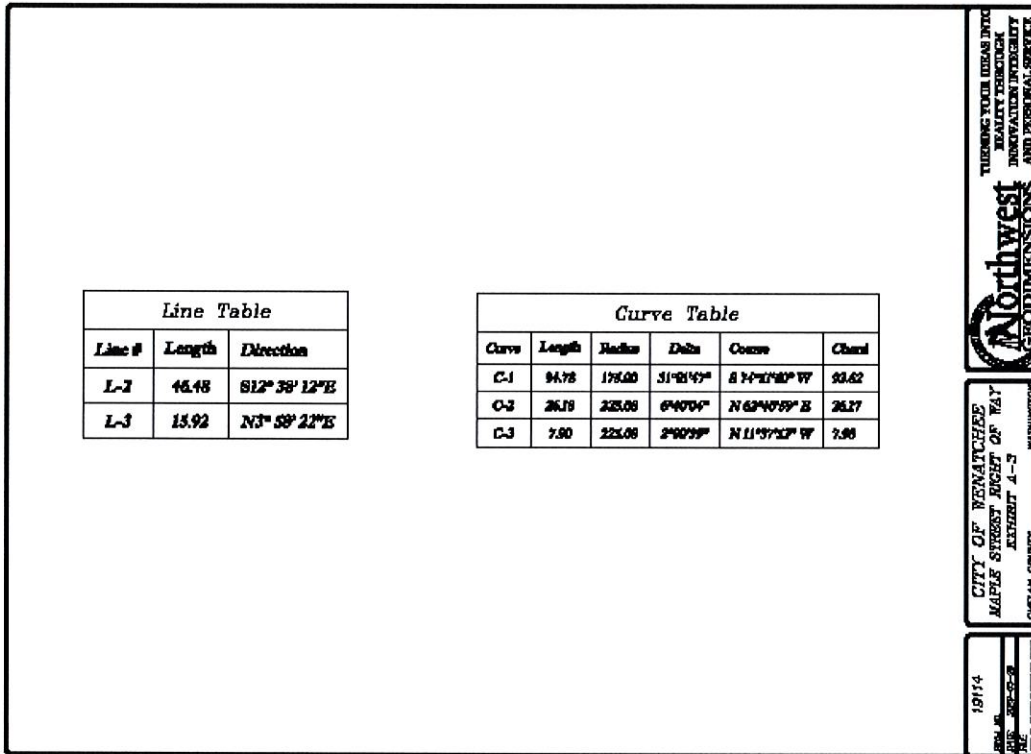
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NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the 13th day of August, 2020, at the hour of 5:15 o'clock p.m. of said date, or as soon thereafter as the matter may be heard, has been fixed as the time and place for public hearing upon the issue of a development agreement relating to the following described property located at 2013 Maple Street, Wenatchee, Chelan County, Washington, and more particularly described as follows:

See attached Exhibit "A" incorporated herein and made a part hereof by this reference as though fully set forth.

The hearing shall be held in the City Council chambers at City Hall, 301 Yakima Street, Wenatchee, Washington, at which time all interested persons may appear and voice their approval or disapproval of said development agreement. Due to the COVID-19 pandemic and the Governor's proclamation restricting open public meetings, the public will not be allowed to appear in person but is instead invited to appear by telephone conference call. The sign-in information will be included on the Council's agenda packet which is available on the City's website accessible at www.wenatcheewa.gov at least four days prior to the meeting.

DATED this ____ day of August, 2020.

By _____
TAMMY L. STANGER
City Clerk

EXHIBIT "A"

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