



**CITY OF WENATCHEE
PUBLIC NOTICE
Re: Wenatchee City Council Meeting
October 8, 2020 @ 5:15 PM**

Due to the COVID-19 pandemic, and the Governor's Proclamation 20.28.9, 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 **(509) 888-3298, passcode 66516**.

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 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 **(509) 888-3298, passcode, 66516**.

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, October 8, 2020

Wenatchee City Hall Council Chambers

301 Yakima Street, 2nd Floor

Wenatchee, WA 98801

AGENDA

Due to the COVID-19 pandemic, and the Governor's Proclamation 2028.9, 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 **(509) 888-3298, passcode 66516**.

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 #196423 through #196434 in the amount of \$84,010.70 for September 25, 2020
Wires #1505 and #1506 in the amount of \$59,197.27 for September 25, 2020
Benefits/deductions in the amount of \$1,042,315.56 for September 30, 2020
Claim checks #196447 through #196457 in the amount of \$8,198.26 for September 30, 2020
Claim checks #196458 through #196573 in the amount of \$2,869,779.39 for September 30, 2020
Payroll distribution in the amount of \$492,455.03 for October 5, 2020
Payroll distribution in the amount of \$4,135.93 for October 5, 2020
- City Council accept the work performed by the contractor, KRCl, LLC, on the Emergency Gas Piping Repair, Project No. SW20-05, and further authorize the Mayor to sign the Final Contract Voucher Certification on behalf of the City of Wenatchee.

3. Action Items.

A. City Park Hours of Operation

Presented by Parks, Recreation and Cultural Services Director David Erickson

Action Required: Move approval of Ordinance 2020-26 amending City park hours of operation.

B. Adoption of Resolution No. 2020-28 for the reappointments of Kristin Lodge, Gina Mueller, Mark Miller and Miguel Cuevas to the Lodging Tax Advisory Committee

Presented by Executive Services Director Laura Merrill

Action Requested: Staff recommends the City Council pass Resolution No 2020-28 reappointing Kristin Lodge, Gina Mueller, Mark Miller and Miguel Cuevas to the Lodging Tax Advisory Committee through December 31, 2022.

- C. Adoption of Resolution No. 2020-27 for the reappointment of Linda Haglund to the Tourism Promotion Area Board through December 31, 2023
Presented by Executive Services Director Laura Merrill
Action Requested: Staff recommends the City Council pass Resolution No 2020-27 reappointing Linda Haglund to the Tourism Promotion Area Board for an additional term through December 31, 2023.
- D. 2021 Agreement for Emergency Services between the City of Wenatchee and Chelan County Department of Emergency Management
Presented by Executive Services Director Laura Merrill
Action Requested: Staff recommends the City Council approve the contract between Chelan County Department of Emergency Management and the City of Wenatchee for 2021 Emergency Services for \$101,203.20 and authorize the Mayor's signature.
- E. 2021-2022 Contract for Legal Services between the City of Wenatchee and Steve D. Smith, of Davis, Arneil Law Firm, LLP
Presented by Executive Services Director Laura Merrill
Action Requested: Staff recommends the City Council approve a two-year contract for Legal Services between the City of Wenatchee and Steve D. Smith, of Davis, Arneil Law Firm, LLP and authorize the Mayor's signature.
- F. Ordinance No. 2020-28 amends Chapter 8.06 WCC relating to automated traffic enforcement, keeping the monetary penalty consistent with that of RCW 46.61.050 (Failure to Obey Traffic Control Device)
Presented by Police Chief Steve Crown
Action Requested: Staff recommends the City Council approve Ordinance No. 2020-28, thereby keeping the monetary penalty for automated traffic enforcement consistent with RCW.
- G. Skyline Reservoir Transmission Main & Utility Improvements, Project No. 1704 Construction Change Order for Additional Work Around Existing Infrastructure
Presented by Senior Engineer-Utilities Jeremy Hoover
Action Requested: Staff recommends the City Council amend the construction contract with Pipkin Construction to pay for the additional work performed and further authorize the Mayor to approve the construction change order #3 in the amount of \$108,684.36.
- H. 2021 Preliminary Budget Review
Presented by Finance Director Brad Posenjak
Action Requested: None. Informational presentation.

4. Public Hearings.

- I. Amendment II for the 2019 Community Development Block Grant (CDBG) Annual Action Plan (AAP) including a reduction in funding up to \$150,000 from the Public Facilities – Community Center project and an increase up to \$150,000 to the new Public Infrastructure – Sidewalk Tripping Hazards project.

Presented by Housing & Community Planner Brooklyn Holton

Action Requested: City Council approve Amendment II to the 2019 CDBG Annual Action Plan and authorize the Mayor to sign applicable applications, certifications, assurances and agreements.

- J. Amendment III for the 2019 Community Development Block Grant (CDBG) Annual Action Plan (AAP) includes a reallocation of \$9,593 in funding from “Public Services – Food System” to “Public Services – Business Assistance” and an allocation of up to \$10,407 from unallocated/unspent 2019 CDBG funding to “Public Services – Business Assistance” for a total increase up to \$20,000.

Presented by Housing & Community Planner Brooklyn Holton

Action Requested: City Council approves Amendment III to the 2019 CDBG AAP and authorize the mayor to sign applicable applications, certifications, assurances and agreements.

- K. Amendment IIII for the 2019 Community Development Block Grant (CDBG) Annual Action Plan (AAP) allowing pre-award costs to be incurred for the 2020 program year including:

- Code Enforcement \$36,700
- Public Services up to \$34,594
- Administration and Planning up to \$47,459

Presented by Housing & Community Planner Brooklyn Holton

Action Requested: City Council approve Amendment IIII to the 2019 CDBG Annual Action Plan and authorize the Mayor to sign applicable applications, certifications, assurances and agreements.

5. Reports.

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

6. Announcements.

7. Adjournment.



WENATCHEE CITY COUNCIL WORK SESSION

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

DRAFT

MINUTES

Thursday, September 17, 2020

5:15 p.m.

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 At-Large “A” Linda Herald

Staff Present: Executive Services Director Laura Merrill, City Attorney Steve Smith, City Clerk Tammy Stanger, IS Support Jessi Saucedo, Community Development Director Glen DeVries, Public Works Director Rob Jammerman, Planning Manager Stephen Neuenschwander, Building Official Cliff Burdick, Finance Director Brad Posenjak, Facilities Manager Elisa Webb, Operations Manager Aaron Kelly

DISCUSSION ITEMS:

A. Triad Maple Development Agreement

Planning Manager Stephen Neuenschwander, Community Development Director Glen DeVries and Public Works Director Rob Jammerman presented a power point presentation which provided an overview of the proposed Triad project, the components of the development agreement, the financial details, the review and approval process, and next steps, which include a public hearing before Council at next week’s regular meeting, and if approved it will then go before the Hearings Examiner on October 12. Council asked questions about the phasing of the roadways and emergency access. Building/Fire Official answered questions.

Pete Fraley, the developer’s attorney, was on the phone line and said he appreciated the collaboration with staff and brought up two matters for the Council’s attention, (1) legacy pesticides, which the developer has been working closely with the Department of Ecology to address and develop a plan which has been approved and is now being used a model for other developments, and (2) mule deer habitat concerns, which they have been working closely with the Department of Fish and Wildlife for a habitat and mitigation plan and that plan has been commended by Fish and Wildlife.

B. Property Line Fill & Grading

Community Development Director Glen DeVries and Planning Manager Stephen Neuenschwander presented a power point to the Council to report back on research and their work session with the Planning Commission on proposing standards for retaining walls on side and rear property lines, as the current city code does not require that final grading match adjacent lots. The Planning Commission is opposed to additional city regulations to on-site grading. The City Council has concerns. The Mayor will bring the topic up next week when all Councilmembers are present for a discussion.

C. City Hall Redevelopment Project

Facilities Manager Elisa Webb and Operations Manager Aaron Kelly presented three options for the city hall redevelopment project that would be in line with the budget allocated for the project. The budget shortfall for a complete redevelopment of city hall is \$3 million. At this time, it was the consensus of the Council to bring the options back at the first of the year for further discussion and consideration.

The Mayor then spoke about the additional CARES funding that the city received. He and staff have been looking at options for where the money could be used, and there is a possibility some of it could be used for the Chamber (as other cities have done) and to cover some policing costs. The amount of \$500,000 will go to the Port to administer for small business grants, and \$230,000 will remain in the general fund.

With nothing further to discuss, the meeting adjourned at 6:37 p.m.

Frank J. Kuntz, Mayor

Attest:

Tammy L. Stanger, City Clerk



WENATCHEE CITY COUNCIL
Thursday, September 24, 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

Staff Present: Executive Services Director Laura Merrill, City Attorney Steve Smith, IS Support Tim McCord, Public Works Director Rob Jammerman, Finance Director Brad Posenjak, Community Development Director Glen DeVries, Planning Manager Stephen Neuenschwander, Building Official Cliff Burdick, Police Chief Steve Crown, Police Captain Edgar Reinfeld, Special Services Division Sergeant Brian Miller.

4:55 p.m. Executive Session.

Mayor Frank J. Kuntz called the meeting to order at 4:55 p.m. for the purpose of meeting in executive session.

Motion by Councilmember Travis Hornby for City Council to convene in executive session with legal counsel present, to discuss matters of 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, for a time period not to exceed 5:15 p.m. Councilmember Ruth Esparza seconded the motion. Motion carried (7-0).

Council adjourned from executive session at 5:14 p.m.

5:15 p.m. Regular Meeting

1. Call to Order, Pledge of Allegiance, and Roll Call. Mayor Kuntz called the meeting to order at 5:15 p.m. Councilmember Jim Bailey led the Pledge of Allegiance. All Councilmembers were present.

2. Consent Items.

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

3. Public Hearing Item.

The Mayor called the Public Hearing to order and stated the ground rules.

- A. Triad Maple, LLC, Beaconsfield Associates, Beaconsfield Associates II, LLP, and Barton Clennon and Sheila Clennon Development Agreement

Planning Manager Stephen Neuenschwander and Community Development Director Glen DeVries presented the staff report. Council asked questions.

On the phone was the developer of the project, Fred Grimm, who commended the city team, and all the hard work to date, and how the project has been planned to keep the community in mind. Attorney Pete Fraley spoke about all of the hard work and planning that has gone into the project to this point. The goal is to build the project out over 10 years. Bart Clennon was also on the phone and said he was confident the community will look back someday on this as a positive addition to Wenatchee.

James McLaughlin, who owns property at the end of Maiden Lane, said he is in favor of the development but has concerns with the construction agreement timeframe. He would like to see all roadways completed and connected first.

With no further comments the Mayor then turned it back over to the City Council for action.

Motion by Councilmember Ruth Esparza to approve Resolution No. 2020-26 and authorize the mayor to entering into a development agreement with Triad Maple, LLC, Beaconsfield Associates, Beaconsfield Associates II, LP, and Barton Clennon and Sheila Clennon. Councilmember Travis Hornby seconded the motion. Motion carried (7-0).

4. Action Items.

- B. 2020 Agreement for School Resources Officer Services between the City of Wenatchee and the Wenatchee School District

Special Services Division Sergeant Brian Miller presented the staff report. Council asked questions.

Motion by Councilmember Jim Bailey for the City Council approve the contract between the City of Wenatchee and Wenatchee School District, a mutually beneficial agreement that equally shares the cost of two Wenatchee Police Officers. Councilmember Linda Herald seconded the motion. Motion carried (7-0).

- C. Amendment to the Interagency Agreement with WA State Department of Commerce for Federal CARES Act Funding

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

Motion by Councilmember Keith Huffaker for the City Council to authorize the Mayor to sign the Amendment to the Interagency Agreement with WA State Department of Commerce to receive additional Federal CARES Act funds. Councilmember Jim Bailey seconded the motion. Motion carried (7-0).

- D. Authorizing an amendment to the 2015 LTGO Bond documents with Cashmere Valley Bank to lower interest rates on the remaining debt

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

Motion by Councilmember Keith Huffaker for the City Council to adopt Ordinance No 2020-25 amending ordinance number 2015-03 of the City in order to decrease the interest rate for the City's outstanding limited tax general obligation and refunding bonds, series 2015; authorizing the Mayor to execute an amended bond purchase contract; and providing for other matters properly relating thereto. Councilmember Travis Hornby seconded the motion. Motion carried (7-0).

- E. Contract for WASPC Mental Health Field Response Team Grant for 2020-2021

Police Captain Edgar Reinfeld presented the staff report. Council asked questions.

Motion by Councilmember Linda Herald for City Council to provide authorization for Mayor Kuntz to sign the contract with WASPC. Councilmember Jose Cuevas seconded the motion. Motion carried (7-0).

- F. Addendum to Temporary Water Right Mitigation Agreement

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

Motion by Councilmember Travis Hornby for City Council to authorize the Mayor to sign the Addendum to Temporary Water Right Mitigation Agreement. Councilmember Jim Bailey seconded the motion. Motion carried (7-0).

G. Nuisance Code

City Attorney Steve Smith presented the staff report. Council asked questions.

Motion by Councilmember Keith Huffaker for City Council to approve Ordinance No. 2020-27, amending Chapter 6A.14 of the Wenatchee City Code related to nuisance. Councilmember Linda Herald seconded the motion. Motion carried (7-0).

5. Reports.

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

- The Mayor brought forward the retaining wall issue from last week's work session presentation. It was the consensus of the Council for staff to review the issue further and bring back for a work session with Council in three to four months.
- An appointment to the Housing Authority is still needed. Looking for names of folks who have an interest in housing that may want to serve.
- Councilmember Hornby will miss the next PW/ED meeting. Councilmember Huffaker said he will cover that PW/ED meeting.
- The Finance Committee went over the first draft of the budget. It will come to the councilmembers by October 1.
- A letter from the jail was received today with a new contract rate for 2021. The city will be working on this and working with the City Attorney asking to invoke arbitration.

b. Reports/New Business of Council Committees

Councilmember Herald participated in a tour of two potential low-barrier locations. She said there is an idea to have Our Valley Our Future survey the two-county area about a 1/10th of 1 percent tax to help fund a low-barrier shelter.

6. Announcements. None.

7. Adjournment. With no further business, the meeting adjourned at 7:09 p.m.

Frank J. Kuntz, Mayor

Attest:

Tammy L. Stanger, City Clerk



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Jessica Shaw, Deputy Public Works Director-Utilities
Public Works Department

MEETING DATE: October 8, 2020

I. SUBJECT

Emergency Digester Gas Piping Repair, Project No. SW20-05, Final Acceptance

II. ACTION REQUESTED

Staff Recommends the City Council accept the work performed by the contractor, KRCI, LLC, on the Emergency Gas Piping Repair, Project No. SW20-05, and further authorize the Mayor to sign the Final Contract Voucher Certification on behalf of the City of Wenatchee.

III. OVERVIEW

On Monday, August 3rd, wastewater treatment plant staff confirmed that a section of gas piping that carries biogas from the digesters was mostly plugged causing a biogas leak. The leak was reported to the Washington State Department of Ecology that same day as required under the City's air quality permit. Emergency action was approved by the Mayor to proceed with immediate repairs to the gas piping.

KRCI had completed gas piping replacement work at the wastewater treatment plant in 2010 and 2014. The City contacted KRCI about the emergency issue and arrived on site on August 3rd. KRCI installed a temporary bypass and gas flow from the digesters immediately improved and the gas leak stopped.

The contract with KRCI for the emergency work was presented at the August 27th City Council meeting to document the basis for the emergency action and enter it into the public record. KRCI completed the work on September 10, 2020.

IV. FISCAL IMPACT

The project was paid for from Fund 405 – Sewer Utility. The final cost for this project including tax was \$99, 711.50.

VI. REFERENCE(S)

Final Contract Voucher Certificate, Project No. SW20-05

VII. ADMINISTRATIVE ROUTING

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

Agenda Report No. 2020-



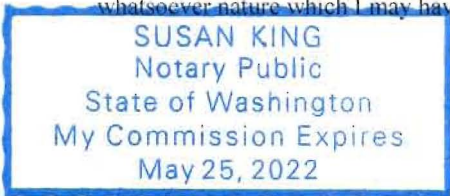
**City of Wenatchee
Department of Public Works**

**Final Contract
Voucher Certificate**

Contractor KRCI			
Street Address 125 SE McGee			
City East Wenatchee	State WA	Zip 98802	Date 9/25/20
City Project Number SW20-05	Federal-Aid Project Number N/A	Highway Number N/A	
Job Title WWTP Emergency Digester Repair			
Date Work Physically Completed		Final Amount \$99,711.50	

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.



[Handwritten Signature]
Contractor Authorized Signature Required
Pat King
Type Signature Name

Subscribed and sworn to before me this 28th day of September 2020

X *[Handwritten Signature]* Notary Public in and for the State of Washington,
residing at East Wenatchee, WA

City of Wenatchee

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

X _____
Mayor/or Designee

Date of Acceptance



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: David Erickson, Parks, Recreation and Cultural Services Director

MEETING DATE: October 8, 2020

I. SUBJECT

City Park Hours of Operation

II. ACTION REQUESTED

Move approval of Ordinance 2020-26 amending City park hours of operation.

III. OVERVIEW

The current City of Wenatchee park hours are established by ordinance in section 6A.18 of the municipal code. They are:

6A.18.050 Park hours.

- (1) Unless otherwise defined in this section, city owned and operated parks are open to the public from 6:00 a.m. to 10:00 p.m. The parks are closed to public use from 10:00 p.m. to 6:00 a.m., and no person shall enter a closed park without a special event permit.
- (2) All city owned properties located in the Wenatchee Foothills are open to nonmotorized recreational use during daylight hours only and no person shall enter a closed property without a special event permit. "Daylight hours" is defined as the time between 30 minutes before sunrise and 30 minutes after sunset.

With the ever-increasing daily vandalism that is occurring in city park areas, staff has been exploring ways to help mitigate damage and reduce ongoing repair costs. These have ranged from installing vandal resistant features for new and renovated areas, hiring security to lock restrooms at 10pm, adding signing and security cameras, improving lighting and adding fencing, exploring utilizing park rangers, and retrofitting items such as valve boxes with tamper resistant varieties. Starting in 2021, we will be adding a category to the Novtx system to provide maintenance staff the ability to specifically track the time and costs associated with responding to vandalism events.

Staff also reviewed the existing park operational hours, compared it to other communities/agencies around the State and consulted with the Police Department to determine if changing the hours of operation might be warranted to help address negative activity that

occurs after dark in the City park areas. Park hours in: Ellensburg, Yakima, Spokane, Bremerton, Bellingham, Anacortes, Lynnwood, Longview, Olympia, Marysville, Mt. Vernon, Burlington, Eastmont MPD, Everett, Clarkston, Walla Walla, Moses Lake, Enumclaw, Chelan County PUD, Vancouver, Richland, Bothell, Edmonds, Shoreline, Kennewick, Pasco, Tukwila, Puyallup, Federal Way, SeaTac, Kent, Bellevue, Renton, Kirkland, Monroe, Port Angeles, Mill Creek, Mukilteo and Burien were reviewed. The following is a summary of the results:

<u>HOURS</u>	<u>RESPONSES</u>	<u>NOTES</u>
Dawn to Dusk	11	Defined as one half hour before dawn and one-half hour after dusk.
6:00am to 10:00pm	8	
5:00am to 11:00pm	3	
Dawn to 11:00pm	3	
Posted at each park	4	Variable from 4:00am to 9:00pm to open 24 hours.
No Information	2	
7:00am to 10:00pm	2	
6:00am to Dusk	1	
6:30am to Dusk	1	
7:00am to Dusk	1	
6:00am to 11:00pm	1	
5:00am to 10:00pm	1	
Open 24 hours	1	
6:00am to 8:00pm	1	October 1 through March 31
6:00am to 11:00pm		April 1 through September 30

Following the review, staff prepared a draft revision to the park hours of operation that is contained in the attached ordinance which would have all city park areas open during daylight hours only similar to what is existing in section 2 of WMC 6a.18.050 (above) for foothills properties.

This item was reviewed at the July, August and September Arts, Recreation and Parks Commission meetings. After a discussion, the Commission unanimously recommended approval.

IV. FISCAL IMPACT

The cost to replace the existing signs in City park areas is estimated at \$3,600 and would be taken from the Park Operations budget. An example of one of the signs used in the foothills is at right.



V. PROPOSED PROJECT SCHEDULE

If City Council approves the agenda item, it would take effect in November 2020.

VI. REFERENCE(S)

VII. ADMINISTRATIVE ROUTING

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

ORDINANCE NO. 2020-26

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WENATCHEE, WASHINGTON AMENDING WENATCHEE CITY CODE SECTION 6A.18.050 – PARK HOURS.

WHEREAS, the City of Wenatchee is desirous of securing for its residents an attractive, safe living environment and high quality of life; and

WHEREAS, the City of Wenatchee operates an existing park system and is actively pursuing the acquisition of property for parks and open space to add to that system for its current and future residents; and

WHEREAS, adopted rules and regulations provide the ability to regulate use that may be detrimental to the health, safety or well being of the environment or user; and

WHEREAS, the proposed modifications have been reviewed by law enforcement personnel and the Arts, Recreation and Parks Commission.

NOW, THEREFORE, the City Council of the City of Wenatchee, do hereby ordain as follows:

SECTION I.

Chapter 6A.18.050 of the Wenatchee City Code is hereby amended to read as follows:

6A.18.050 Park hours.

(1) Unless otherwise defined in this section, all City owned and operated parks and open space areas are open to the public during daylight hours only and no person shall enter a closed property without a special event permit. Daylight hours is defined as 30 minutes before sunrise and 30 minutes after sunset.

(2) City owned properties located in the Wenatchee Foothills north of 5th Street shall be open to non-motorized recreational use seasonally from April 1 through November 30.

(3) A violation of this section is a class 3 civil infraction. (Ord. 2009-37 § 3; Ord. 2008-10 § 2.

SECTION II.

If any section, subsection, clause or sentence of this Ordinance shall be held unconstitutional or invalid, such holding shall not affect the validity of the remaining provisions of this Ordinance.

SECTION III.

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

PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE, at a regular meeting thereof, this 8th day of October 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



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Laura Merrill, Executive Services Director
Mayor's Office

MEETING DATE: October 22, 2020

I. SUBJECT

Adoption of Resolution No. 2020-28 for the reappointments of Kristin Lodge, Gina Mueller, Mark Miller and Miguel Cuevas to the Lodging Tax Advisory Committee.

II. ACTION REQUESTED

Staff recommends the City Council pass Resolution No 2020-28 reappointing Kristin Lodge, Gina Mueller, Mark Miller and Miguel Cuevas to the Lodging Tax Advisory Committee through December 31, 2022.

III. OVERVIEW

At the regular joint meeting of the Lodging Tax Advisory Committee (LTAC) on September 16, 2020, the LTAC members recommended reappointment of Kristin Lodge from the Wenatchee Valley Museum & Cultural Center, Gina Mueller from the Hilton Garden Inn, Mark Miller from the Town Toyota Center and Miguel Cuevas from Springhill Suites to the LTAC. These reappointments are two-year terms valid through December 31, 2022.

IV. FISCAL IMPACT

Not applicable.

VI. REFERENCE(S)

1. Resolution 2020-28

VII. ADMINISTRATIVE ROUTING

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

RESOLUTION NO. 2020-28

A RESOLUTION, reappointing members to the Lodging Tax Advisory Committee for two (2) year terms.

WHEREAS, Kristin Lodge, Gina Muller, Mark Miller, and Miguel Cuevas have expressed interest in being reappointed for two (2) year terms on the Lodging Tax Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF WENATCHEE makes the following reappointments to the Lodging Tax Advisory Committee with terms ending on December 31, 2022:

<u>NAME & ADDRESS</u>	<u>TERM EXPIRES</u>
Kristin Lodge 2211 Stephanie Brook Wenatchee, WA 98801	December 31, 2022
Gina Muller Hilton Garden Inn 25 North Worthen Wenatchee, WA 98801	December 31, 2022
Mark Miller Town Toyota Center 1300 Walla Walla Avenue Wenatchee, WA 98801	December 31, 2022
Miguel Cuevas Springhill Suites 1730 North Wenatchee Avenue Wenatchee, WA 98801	December 31, 2022

**PASSED BY THE CITY COUNCIL OF THE CITY OF
WENATCHEE** at a regular meeting thereof this ____ day of October, 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



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Laura Merrill, Executive Services Director
Mayor's Office

MEETING DATE: October 22, 2020

I. SUBJECT

Adoption of Resolution No. 2020-27 for the reappointment of Linda Haglund to the Tourism Promotion Area Board through December 31, 2023.

II. ACTION REQUESTED

Staff recommends the City Council pass Resolution No 2020-27 reappointing Linda Haglund to the Tourism Promotion Area Board for an additional term through December 31, 2023.

III. OVERVIEW

At the regular joint meeting of the Tourism Promotion Area Board (TPA) on September 16, 2020, the TPA Board recommended reappointment of Linda Haglund from the Wenatchee Downtown Association. This reappointment is a two-year term valid through December 31, 2023.

IV. FISCAL IMPACT

Not applicable.

VI. REFERENCE(S)

1. Resolution 2020-27

VII. ADMINISTRATIVE ROUTING

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

RESOLUTION NO. 2020-27

A RESOLUTION, reappointing a voting representative to the Tourism Promotion Area Board.

WHEREAS, Linda Haglund has expressed interest in being reappointed for a three-year term on the Tourism Promotion Area Board.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF WENATCHEE makes the following reappointment on the Tourism Promotion Area Board:

<u>NAME & ADDRESS</u>	<u>TERM EXPIRES</u>
Linda Haglund Wenatchee Downtown Association 103 Palouse Street, Suite 35 Wenatchee, WA 98801	December 31, 2023

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



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Laura Merrill, Executive Services Director
Mayor's Office

MEETING DATE: October 8, 2020

I. SUBJECT

2021 Agreement for Emergency Services between the City of Wenatchee and Chelan County Department of Emergency Management

II. ACTION REQUESTED

Staff recommends the City Council approve the contract between Chelan County Department of Emergency Management and the City of Wenatchee for 2021 Emergency Services for \$101,203.20 and authorize the Mayor's signature.

III. OVERVIEW

In 2016, the City of Wenatchee (City) entered into a contract with Chelan County Emergency Management (CCEMD) for emergency management services to implement and oversee the City's Comprehensive Emergency Management Plan (CEMP). CCEMD is designated as the City's designated emergency management organization for the purposes of performing local emergency management functions by approved Ordinance No. 2020-18. The contract for emergency services is reviewed and renewed annually with CCEMD making regular reports to the City Council Public Safety Committee.

This contract language is maintained from the prior year with the exception of the budget which reflects a decrease in the calculated per capita cost from \$2.93 in 2020 to \$2.88 for 2021. A slight increase in the City's population reflects the total 2021 contract at \$101,203.20.

IV. FISCAL IMPACT

\$101,203.20 is included in the proposed budget for 2021.

VI. REFERENCE(S)

1. Chelan County Sherriff's Office Memo re 2021 Rate
2. 2021 Agreement for Emergency Services

VII. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk
Laura Merrill, Executive Services Director
Brad Posenjak, Finance Director
Steve Crown, Police Chief



Chelan County Sheriff's Office

Brian Burnett, Sheriff

Law and Justice Bldg ★ 401 Washington Street #1 ★ Wenatchee, WA 98801
Phone: (509) 667-6851 ★ Fax: (509) 667-6860

City of Wenatchee
Mayor's Office

AUG 11 2020

Received

August 10, 2020

Dear City Partners,

We want to thank you for another successful year of collaboration, cooperation, and preparation and planning for the continuation of our Law Enforcement partnerships. We strive to provide the highest level of service, meeting the needs of our partners, the community, and the visitors to our county.

With the preparations of our own 2021 budget, we have been analyzing the costs for our Emergency Management Division. The 2020 EM rate charged to cities was \$2.93 per capita. We will have a retirement of the EM Sergeant in early 2021 and we will be switching our management of the program over to a non-commissioned staff director that in turn decreases the salary and benefits it requires to run this program. This is a contributing factor to a decrease in per capita cost. We are confident that there will not be a reduction in service level with this change. Moving forward, the new per capita rate implemented for 2021 will be \$2.88.

For population numbers on each individual city, we continue to use estimates from the www.ofm.wa.gov website to assist us in our yearly calculations.

We have enclosed your 2021 Emergency Management contract, for your review and signature. Please sign and return, and we will complete signatures on our end, then return a fully executed copy. If you have any questions or concerns, please let me know.

Sincerely,

Brian Burnett

Sheriff

Integrity ★ Teamwork ★ Excellence

Jason Mathews
Undersheriff

★ **Jason Reinfeld** ★
Chief of Special Operations

★ **Adam Musgrove** ★
Chief of Patrol

★ **Kim Oglesbee** ★
Chief Civil Deputy

★ **Jan Brincat** ★
Executive Assistant

2021 AGREEMENT FOR EMERGENCY SERVICES

This Agreement entered into this _____ day of _____, 2020, by and between the CITY OF WENATCHEE, hereafter referred to as the Contractee, and CHELAN COUNTY DEPARTMENT OF EMERGENCY MANAGEMENT, hereafter referred to as CHELAN COUNTY.

I. Purpose

Contractee understands and agrees that Chelan County will provide services to Contractee to develop a comprehensive emergency management plan and program and other emergency operational functions herein described, and as required in Ch. 38.52 RCW.

II. Services to be Provided

Chelan County shall provide the necessary equipment and personnel to establish operational plans and programs in cooperation with the Contractee as follows:

1. To provide for continuing compliance with Ch. 38.52 RCW.
2. To provide an Emergency Services organization and coordinate the operational and support activities for periods before, during and after an emergency and or disaster.
3. To coordinate local Emergency Services planning with the Federal Government, the State of Washington, neighboring counties, military organizations and other support agencies.
4. To provide for the effective utilization of resources within, or from outside Contractee to minimize the effects of disaster and to request assistance, as needed, through established emergency services channels.
5. To recruit, register and identify personnel and provide for compensation coverage for volunteers who suffer injury or equipment loss as a result of emergency services duty.
6. To provide emergency and disaster control assistance and coordination either on-scene or through the emergency operations center.
7. To develop a system for warning the general public of Contractee and to provide for information and guidance to the general public.
8. To provide, on request, support for emergency operations, such as, hazardous material incidents, major fires and other disasters.
9. To perform normal office procedures, correspondence and inventories.
10. To coordinate with elected and appointed officials in Contractee.
11. To provide for communications systems capable of meeting emergency operational requirements either on-scene or at the emergency operations center.

III. Response to Emergencies

Chelan County shall respond to Contractee emergencies, upon request; from the Mayor or his designee.

IV. Coordination with Contractee's Officials

The Mayor or his designee shall serve as liaison and consultant for operational functions between Chelan County and Contractee in performance of the contract. All financial commitments and contract agreements shall be approved by the city council of Wenatchee and the Board of Chelan County Commissioners.

V. Annual Program

Chelan County and Contractee shall develop an annual program and activity schedule which outlines the basic projects and responsibilities each entity has agreed to accomplish during a given time period. At the end of each calendar year, Chelan County Emergency Management agrees to present an annual report to Contractee, outlining specific emergency management all-hazard events and projects which occurred within the City of Wenatchee during the previous year. This report shall occur during or near the month of February each year, and will include a general budget summary outlining how Contractee's inter-local agreement funds were expended during that year. Contractee may request additional budget information detailing a specific activity. These requests will be handled on a case by case basis. Further, the report shall speak to planned projects during the upcoming year.

VI. Hold Harmless

Each party shall be legally responsible for the actions of their individual employees and each party shall be solely responsible for meeting all statutory responsibilities of their jurisdiction; provided Contractee agrees to indemnify, defend and hold harmless Chelan County from any legal action arising out of Chelan County's assumption of statutory responsibilities for Contractee by virtue of this contract, unless caused by Chelan County's negligence or breach of this agreement.

Chelan County agrees to indemnify, defend and hold harmless the Contractee from action arising out of Chelan County's negligence or breach of this agreement. Contractee agrees to indemnify, defend and hold harmless Chelan County from action arising out of Contractee's negligence or breach of this agreement.

VII. Cost Basis for Services

On an annual basis, Chelan County will establish the total cost of county Emergency Management Services provided in the year. Utilizing the estimated populations of cities, counties, and towns population data from the State of Washington Office of Financial Management Forecasting Division, (www.ofm.wa.gov), per capita costs of Emergency Management Services costs will be established. This per capita cost of services will be used as the basis for establishing payments for services.

VIII. Payment for Services

Contractee shall pay to Chelan County the sum of one hundred and one thousand two hundred three dollars and twenty cents (\$101203.20) for services to be provided during the period from January 1 to December 31, 2021, payable in four equal installments of twenty-five thousand three hundred dollars and eighty cents (\$25300.80), due at the end of the first month of each calendar quarter.

IX. Term

This contract expires at midnight, December 31, 2021. Both parties agree to renegotiate this contract for continuation of services, unless terminated by either party by giving written notice to the other party 120 days prior to the expiration date of this contract.

X. Administration

No new or separate legal or administrative entity is created by this agreement and no real or personal property will be acquired pursuant to this agreement. This agreement will be administered by the participating jurisdictions.

XI. Nondiscrimination

There shall be no discrimination against any employee who is paid by funds through this agreement or against any applicant for such employment because of race, color, religion, handicap, marital status, political affiliation, sex, age, or national origin. This provision shall include, but not be limited, to the following: employment, upgrading, demotion, transfer, recruitment, advertising, lay-off or termination, rates of pay, or other forms of compensation, and selection for training.

XII. Amendments

This agreement may only be modified by a written agreement signed by the parties' legislative authorities.

XIII. Waiver

The failure of a party to insist upon strict adherence to or performance of any provision of this agreement on any occasion shall not be considered a waiver nor shall it deprive that party of the right thereafter to enforce performance of or adherence to that provision or any other provision of this agreement.

XIV. Governing Law

This agreement shall be construed under Washington law.

XV. Severability

If any term, provision, or condition of this agreement should be held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of this agreement shall continue in full force and effect and shall in no way be affected, impaired or invalidated thereby.

XVI. Recording

This agreement shall be filed with the county auditor or, alternatively, listed by subject on the parties' public websites or other electronically retrievable public source.

IN WITNESS THEREOF; Chelan County and Contractee have executed this agreement as of the date and year written below.

DATED at Wenatchee, Washington this _____ day of _____, 2020.

BOARD OF CHELAN COUNTY COMMISSIONERS

DOUG ENGLAND, CHAIRMAN

KEVIN OVERBAY, COMMISSIONER

BOB BUGERT, COMMISSIONER

ATTEST: CARLYE BAITY

Clerk of the Board

CITY OF WENATCHEE MAYOR:

FRANK KUNTZ

ATTEST: _____
City Clerk

DIRECTOR CHELAN COUNTY EMERGENCY MANAGEMENT:

SHERIFF BRIAN BURNETT

2021 Emergency Services Agreement Breakdown

EXPENSES:

Program Specialist II (Sgt. Salary Jan-April)	Sisson, Kent	\$	93,958
Program Specialist	Hogan, Diana	\$	48,978
EM Director	Magnussen, Rich	\$	81,491
Program Specialist	Smoke, Stan	\$	32,276
Supplemental Pay		\$	2,250
Extra Help-Helicopter Pilots/Mechanic		\$	18,000
Overtime		\$	25,000
Holiday Pay		\$	2,000
Education Pay Incentive		\$	1,300
Social Security		\$	19,332
Retirement		\$	32,499
Medical-Dental-Life		\$	66,250
Labor & Industries		\$	4,489
Unemployment Compensation		\$	506
Clothing Allowance		\$	1,700
WA Family Pai Leave Premium		\$	466
Operating Supplies		\$	2,833
Small Tools & Minor Equipment		\$	1,000
Computers/Supplies		\$	2,561
Travel		\$	8,686
Operating Rentals & Leases		\$	17,263
Repairs/Maintenance		\$	15,064
Helicopter Maintenance		\$	15,600
Miscellaneous		\$	60
Education/Registration		\$	9,100
Total Expenses		\$	502,662
Less Grant Funding-EMA grant		\$	43,357
Total		\$	459,305

			2020 Cost
Populations: (2020 per OFM)	All of Chelan County	79660	
	Cashmere	3165	\$ 9,115.20
	Chelan	4355	\$ 12,542.40
	Entiat	1290	\$ 3,715.20
	Leavenworth	2080	\$ 5,990.40
	Wenatchee	35140	\$101,203.20

Per Capita Cost:	Budget costs	\$	459,305
	Divided by pop.		79660
		\$	5.77
	50% disc	\$	2.88



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Laura Merrill, Executive Services Director
Mayor's Office

MEETING DATE: October 8, 2020

I. SUBJECT

2021-2022 Contract for Legal Services between the City of Wenatchee and Steve D. Smith, of Davis, Arneil Law Firm, LLP.

II. ACTION REQUESTED

Staff recommends the City Council approve a two-year contract for Legal Services between the City of Wenatchee and Steve D. Smith, of Davis, Arneil Law Firm, LLP and authorize the Mayor's signature.

III. OVERVIEW

The City of Wenatchee (City) designates the office of the City Attorney pursuant to WCC 1.060.060 (1) (c); and the Mayor appoints this position subject to confirmation by the City Council. The City has historically had this function provided by contract. This contract provides the City with both civil legal services and for the prosecution of misdemeanor violations of City Ordinances in Chelan County District Court. After conferring with the Mayor, a two-year contract is provided for City Council consideration and confirmation.

IV. FISCAL IMPACT

The contract amount is \$525,200 and reflects a 1% increase above the current contract for services. Year two of the contract is subject to review prior to October 15th of next year. This amount is currently in the city budget for 2021.

VI. REFERENCE(S)

1. 2021-2022 Contract for Legal Services

VII. ADMINISTRATIVE ROUTING

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

CONTRACT FOR LEGAL SERVICES

THIS AGREEMENT, effective the 1st day of January, 2021, between the CITY OF WENATCHEE, a municipal corporation, herein “City,” and STEVE D. SMITH, of DAVIS, ARNEIL LAW FIRM, LLP, herein “the City Attorney.”

WHEREAS, the office of City Attorney is established pursuant to WCC 1.060.060 (1) (c); and

WHEREAS, the Mayor has the power of appointment of the City Attorney subject to confirmation by affirmative vote of a majority vote of the City Council; and

WHEREAS, the City wishes to provide for future planning as to expenditures to be made by City for basic legal services; and

WHEREAS, the City Attorney desires to provide for future planning, including the hiring of associates to assist in providing legal services to the City; and

WHEREAS, the City Attorney and City are willing to enter into a contract for two (2) years beginning on January 1, 2021, for the compensation set forth herein based on the existing level of service and subject to an adjustment in the event extenuating circumstances call for additional services beyond those contemplated; and

WHEREAS, the City Attorney represents he has the qualifications and staff to provide City with both civil legal services and for the prosecution of misdemeanor violations of City Ordinances in Chelan County District Court.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, it is agreed as follows:

1. The City Attorney shall provide legal services to the City at the present service level consisting of one full time prosecuting attorney and civil attorneys as deemed necessary.

2. The City Attorney agrees to provide all personnel, except translators necessary for prosecution services, together with all supplies, telephone, facsimile and computer access to the City for the years 2021 through 2022.

3. The City agrees to employ the City Attorney for the years 2021 through 2022 to provide professional legal services to the City for both civil legal matters and for prosecution of misdemeanor violations in Chelan County District Court.

4. City may, at City's discretion, obtain other counsel to provide legal services regarding specialized areas of law, and will provide legal counsel in the event the City Attorney has a conflict and is not able to become involved in representation of the City as to an individual matter. Such additional counsel shall be paid for by the City in addition to the compensation to be paid to the City Attorney as provided herein.

5. Compensation for the year January 1, 2021 to December 31, 2021 will be Five Hundred Twenty-Five Thousand Two Hundred Dollars (\$525,200) for the legal services provided under this contract. Said sum shall be paid in twelve (12) equal monthly installments.

6. Compensation to be paid the City Attorney for the year 2022 will be negotiated and agreed to between the City Attorney and City no later than October 15, 2021 and such sums budgeted in the City's 2022 budget.

The budgeted amounts shall be the maximum fee for the ordinary and typical services provided. However, in the event of extenuating circumstances requiring additional legal services

to be performed outside the present level of service, then in that event the City Attorney and City agree to negotiate in good faith to achieve a resolution of the additional services to be provided and the compensation to be paid.

Additional legal services will be billed at the following rates:

City Attorney:	\$220/hour
Assistant City Attorney:	\$220/hour
Others:	\$150/hour

7. The City Attorney will provide a detailed monthly billing report to the City identifying:

- (a) the date the service was performed;
- (b) a brief description of the service performed;
- (c) the attorney who performed the service; and
- (d) the time (in tenths of hours) devoted to performing the service.

8. The City Attorney shall maintain professional liability insurance throughout the duration of this Agreement in the minimum amount of \$2,000,000.

9. The City Attorney and assistant attorneys and staff shall be an independent contractor with respect to the services to be provided under this Agreement. The City shall not be liable for, nor obligated to pay to City Attorney, or any staff of City Attorney, sick leave, vacation pay, overtime or any other benefit applicable to employees of the City, nor to pay or deduct any social security, income tax, or other tax from the payments made to City Attorney under this Agreement. The City shall not be obligated to pay industrial insurance for the services rendered by City Attorney or his staff.

10. This Contract may be terminated by City for just cause if the City Attorney fails to substantially perform through no fault of the City and does not commence correction of such nonperformance within ten (10) days of written notice.

11. All services provide by City Attorney and his staff shall be performed in accordance with the Rules of Professional Conduct for attorneys established by the Washington Supreme Court.

12. If the parties are unable, through good faith negotiations, to resolve any dispute arising out of this agreement, then in that event either party is authorized to submit the matter to arbitration to one arbiter to be named by the presiding judge, Chelan County Superior Court. The arbiter shall establish all rules of arbitration and the decision of the arbiter shall be final and binding on both parties. Costs of arbitration shall be divided equally between the parties.

DATED this _____ day of _____, 2020.

CITY:
CITY OF WENATCHEE, a municipal
corporation

By _____
FRANK KUNTZ, Mayor

CITY ATTORNEY:

STEVE D. SMITH



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Steve Crown, Police Chief
Wenatchee Police Department

MEETING DATE: October 8, 2020

I. SUBJECT

Ordinance No. 2020-28 amends Chapter 8.06 WCC relating to automated traffic enforcement, keeping the monetary penalty consistent with that of RCW 46.61.050 (Failure to Obey Traffic Control Device).

II. ACTION REQUESTED

Staff recommends the City Council approve Ordinance No. 2020-28, thereby keeping the monetary penalty for automated traffic enforcement consistent with RCW.

III. OVERVIEW

Wenatchee City Code 8.06.050 currently sets the monetary penalty at \$124. The proposed change would increase the monetary penalty to \$139 on January 1, 2021, and will increase automatically when the RCW monetary penalty is raised.

IV. FISCAL IMPACT

Ordinance No. 2020-28 increases the current monetary penalty by \$15 per violation.

V. REFERENCE(S)

1. Ordinance No. 2020-28

VI. ADMINISTRATIVE ROUTING

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

ORDINANCE NO. 2020-28

AN ORDINANCE, of the City Council of the City of Wenatchee amending Chapter 8.06 WCC relating to automated traffic enforcement.

WHEREAS, when the City Code on automated traffic enforcement was established in 2009 the penalty for a violation of failure to obey a traffic control device was \$124; and

WHEREAS, the fine for failure to obey a traffic control device has increased over time with inflation; and

WHEREAS, Staff recommends that the fine for violations detected through the use of an automatic traffic safety camera be increased to equal the current penalty for failure to obey a traffic control device which is currently \$139; and

WHEREAS, Staff recommends that the City Code establishing the penalty for violations detected through the use of an automated traffic safety camera be automatically adjusted consistent with the statewide penalty for failure obey a traffic control device.

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

SECTION I

That Wenatchee City Code (WCC) Section 8.06.050 Fines shall be and hereby is amended to read as follows:

“8.06.050 Fines

Violations detected through the use of an automated traffic safety camera shall be issued with a monetary penalty equal to the same total penalty issued for such violations of RCW 46.61.050 (Failure to Obey Traffic Control Device) if detected by an officer without the use of an automated traffic safety camera, including the base penalty plus any statutory assessments authorized under state law, as set by the State Supreme Court, statute, or other court rule. However, in no case shall such penalties be issued in an amount that exceeds the amount of a fine that may be issued for an infraction involving a violation of RCW 46.19.050(4) (Handicap Parking Violation). Violations shall be processed in the same manner as a parking infraction.”

SECTION II

SEVERABILITY

If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall have no effect on any other section, sentence, clause or phrase of this Ordinance.

SECTION III

EFFECTIVE DATE

This Ordinance shall be in full force and effect thirty (30) days after publication as provided by law, or January 1, 2021, whichever is later.

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 KUNTZ, Mayor

ATTEST:

By: _____
TAMMY STANGER, City Clerk

APPROVED:

By: _____
STEVE D. SMITH, City Attorney



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Jeremy Hoover, P.E., Senior Engineer – Utilities
Public Works Department

MEETING DATE: October 8, 2020

I. SUBJECT

Skyline Reservoir Transmission Main & Utility Improvements, Project No. 1704
Construction Change Order for Additional Work Around Existing Infrastructure

II. ACTION REQUESTED

Staff recommends the City Council amend the construction contract with Pipkin Construction to pay for the additional work performed and further authorize the Mayor to approve the construction change order #3 in the amount of \$108,684.36.

III. OVERVIEW

The subject project was designed in 2018 and 2019. It was advertised for bid in March 2020. Pipkin Construction was the lowest responsible bidder and was awarded the construction contract in May 2020. The original construction contract with Pipkin totaled \$550,203.50 for the water improvements and \$186,412 for the storm drain construction resulting in a total bid price of \$736,615.50.

Upon commencement of construction activities, multiple conflicts became apparent which resulted in significant revision to the project plans. Specifically, the alignment of the new water line was redirected both horizontally and vertically to avoid existing PUD infrastructure. The depth of the existing reservoir drain line, along with power and fiber conduit encasement required the entire storm drain to be extended further upstream as well as move the downstream outfall further east to avoid the conflicts. Additional manholes and water fittings were necessary for the installation.

Utility locate markings proved to be inaccurate which resulted in standby time, loss of production, significant amounts of additional excavation and special shoring requirements. Two water line breakages occurred due to incorrect locate markings. Standby time for personnel and equipment was documented on a daily basis. Pavement removal and replacement limits were extended.

IV. FISCAL IMPACT

This project is currently funded through Fund 401 - Water and fund 410 Storm Sewer. Sanitary sewer design work was preformed but was not included in the construction due to budgetary constraints.

Including Change Order No. 2 and No. 3, the revised construction contract value will be increased to \$901,304.26. The amount allocated to water is \$603,584.34 with the Storm drain fund contribution raised to \$297,719.92. Change order costs are allocated based on a proportionate share to each fund where parallel, shared construction was performed. Utility specific item costs, including time, equipment, and materials, were allocated to the appropriate fund accordingly. The additional paving required to extend the storm drain system further west was assigned to fund 410.

V. REFERENCE(S)

Construction Change Order #2
Construction Change Order #3
Budget Sheet

VII. ADMINISTRATIVE ROUTING

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



Change Order

Contract Number 1704	Contract Title Skyline Reservoir Transmission Main & Utility Improvemem	Federal Aid Number N/A
Change Order Number 3	Change Description Additional Labor & Materials Costs	Date 9-29-2020
Prime Contractor / Design-Builder Pipkin Construction		

- Ordered by Engineer under the terms of Section 1-04.4 of the Standard Specifications
- Change proposed by Contractor / Design-Builder

Change Description


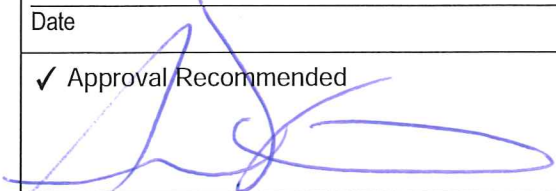
Unanticipated utility conditions were encountered during construction activities in Skyline.

Power, fiber optic, and communications infrastructure was found to be embedded in CDF concrete and offset from the locate results used in the original design. Live fiber-optic lines were present be active on both side of the road. The drain line from the reservoir was found to be approximately 13 feet lower than anticipated. Existing water lines were located incorrectly requiring additional time, equipment, materials, and shoring to accommodate the increase in excavation depth necessary for the construction of the new City Water and Storm Drain lines. Due to the relocation of the new storm drain outfall manhole to a point further downstream (east of Appleland), additional paving was required.

Daily Extra Work Report (DEWR) invoices were approved in the field as construction progressed to document the amount of additional efforts by the Contractor. Bid items for minor changes were included in the original contract and are shown as offsets to the change order amounts for the DEWR invoices as they affect the total fund expenditures.

Verbal Approval Given By Jeremy Hoover, P.E.	Verbal Approval Date 6-22-2020	Working Days +/- 0
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Original Contract Amount \$736,615.50	Current Contract Amount \$792,619.90	Est. Net Change This C.O. \$108,684.36	Est. Contract Amount \$901,304.26
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<input checked="" type="checkbox"/> Approval Recommended	Approved	Approved
Project Engineer 	September 29, 2020	Approving Authority per C.A. Agreement
Date		Date
<input checked="" type="checkbox"/> Approval Recommended		Other Approval As Required
By Prime Contractor 	September 30, 2020	Signature _____ Date _____
Date		Representing _____

Contract Number 1704	Contract Title Skyline Reservoir Transmission Main & Utility Improvemen	Change Order Number 3
Change Description Cont.		
FUND 401 - WATER (Taxable)		
August DEWR Invoice #		
14536, 14537, 14538, 14539, 14540, 14541, 14542, 14543, 14544, 14545, 14546, 14547, 14548		\$55,770.42
Offset Bid Item A1, Minor Changes		-\$10,000.00
Sales Tax (8.5%)		\$3,890.49
TOTAL INCREASE FUND 401		\$ 49,660.91
FUND 410 - STORMWATER (Non-taxable)		
June DEWR Invoice #		
14517		\$3,504.91
July DEWR Invoice #		
14519, 14520, 14522, 14523, 14524, 14525,		\$28,968.10
August DEWR Invoice #		
14526, 14528, 14529, 14530, 14531, 14532, 14533, 14534, 14535,		\$30,136.55
Increased Quantities for Paving		
Bid Item B14, 61.94 Ton		\$1,176.77
Bid Item B15, 361.28 Ton		\$4,584.32
Bid Item B16, 178.16 Ton		\$652.80
Offset Bid Item B1, Minor Changes		-\$10,000.00
TOTAL INCREASE FUND 410		\$59,023.45

2020 Capital Improvement Project Budget

Date: May 14, 2020

Project Name: Skyline Reservoir Transmission Main & Utility Improvements - Phase 1

Project Category: Water / Storm / Sewer

Project Description: The project currently includes the replacement of the existing 14 inch water transmission line from the existing Skyline Reservoir to the Skyline Rd. and Appleland Dr. intersection. Valving, controls, and an auxiliary building are included as well as storm drain improvements necessary to meet Department of Health mandates for the reservoir overflow.

Lead Engineer:	Jeremy Hoover, P.E.	Start Year:	2017
Assigned Department:	Engineering	End Year:	2020
Original Project Budget:	\$1,472,000	Project Number:	1704
Budget Amendment:	-\$227,723	Total City Funding:	\$1,244,277
		Other Funding:	\$0

Revenue Notes and/or Requests for Budget Changes:

This project is currently funded through Fund 401 - Water, 405 - Sewer, and 410 - Storm Drain. The revised budget includes the Construction Bid Price with change orders to date, in house inspection, management, materials testing, and art fund contribution. Costs are proportionately assigned to each of the utility funds based on their benefitting share. Construction of the sewer improvements and some of the stormwater improvements designed in 2019 are not included in the current construction contract.

Project Expenditures by Category	Original Budget	Amended Budget	Prior Years Spent	ESTIMATES			Project Total
				2018	2019	2020	
Design Engineering - Consultant	187,956	236,233		87,719	143,514	5,000	236,233
Design Engineering - Internal	15,200	15,726	1,200	6,000	6,000	2,526	15,726
Construction Contract & Surveying	\$1,244,400	\$901,304				901,304	901,304
Construction Engineering/In-house Mgmt	6,000	\$75,000				75,000	75,000
Construction Testing	6,000	7,000				7,000	7,000
Art Fund	12,444	9,013				9,013	9,013
Total Project Expenditures	1,472,000	1,244,277	1,200	93,719	149,514	999,844	1,244,277

Project Revenues by Category	Original Budget	Amended Budget	Prior Years	ESTIMATES			Project Total
				2018	2019	2020	
Fund: 401 - Water	733,000	773,861	600	70,002	69,359	633,901	773,861
Fund: 405 - Sewer	369,500	64,539			64,539	0	64,539
Fund: 410 - Storm Drain	369,500	405,876	600	23,717	15,616	365,943	405,876
GRANTS:							
FEDERAL:							
Total Project Revenues	1,472,000	1,244,277	1,200	93,719	149,514	\$999,844	1,244,277

Approved by: _____
Brad Posenjak, Finance Director

Date: _____



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Brad Posenjak, Finance Director
Finance Department

MEETING DATE: October 8, 2020

I. SUBJECT
2021 Preliminary Budget Review

II. ACTION REQUESTED
None. This is an information presentation

III. OVERVIEW
The City of Wenatchee plans to adopt the 2021 budget on November 12, 2020. The preliminary budget was constructed using the 2020 initial budget as its base, adding regular salary and benefit increases, interfund billing adjustments, contract adjustments, and updated revenue projections. The Finance Department also worked with the Mayor and Finance Committee to review operating budget requests from the department directors. The tentatively approved requests have been incorporated into the preliminary budget.

The preliminary budget presents the operating and capital project budgets. Several adjustments may be required in the next month and will be included with the final budget in November.

IV. FISCAL IMPACT
None. Finance Committee has reviewed the preliminary budget and requests.

V. REFERENCE(S)
2021 Preliminary Budget Summary

VII. ADMINISTRATIVE ROUTING
Tammy Stanger, City Clerk
Laura Merrill, Executive Services Director

2021 Preliminary Budget Summary As of 10/1/2020

	2019 Actual	2020 Original Budget	2021 Preliminary Budget	Change Over 2020 Budget	
General Fund					
Total					
Revenues	28,631,065	27,928,130	27,560,070	(368,060)	-1.3%
Expenses	30,928,381	29,926,050	28,417,120	(1,508,930)	-5.0%
Net Income	(2,297,316)	(1,997,920)	(857,050)		
Recurring					
Recurring Revenues	26,529,126	27,188,730	26,881,070	(307,660)	-1.1%
Recurring Expenses	24,316,152	27,166,880	27,505,320	338,440	1.2%
Net Recurring	2,212,974	21,850	(624,250)		
Non-Recurring					
Non-Recurring Revenues	2,101,939	739,400	679,000	(60,400)	-8.2%
Non-Recurring Expenses	6,612,229	2,759,170	911,800	(1,847,370)	-67.0%
Net Non-Recurring	(4,510,290)	(2,019,770)	(232,800)		
Beginning fund balance	10,678,130	8,000,000	7,500,000	(500,000)	
Ending fund balance	8,380,814	6,002,080	6,642,950	640,870	
	34%	22%	24%		

	2019 Actual	2020 Original Budget	2021 Preliminary Budget	Change Over 2020 Budget
All Other Funds				
Total				
Revenues	69,514,593	53,050,220	62,267,400	9,217,180
Expenses	58,855,419	77,529,610	74,599,910	(2,929,700)
Net Income	10,659,174	(24,479,390)	(12,332,510)	

	2019 Actual	2020 Original Budget	2021 Preliminary Budget	Change Over 2020 Budget	
001 - General Fund					
005 - Defender/Court/Jail					
Expenses	2,870,822	3,561,460	3,222,630	(338,830)	-9.5%
007 - Human Resources					
Salaries & Benefits	236,618	253,130	262,790	9,660	
Supplies & Services	47,011	55,690	54,380	(1,310)	
Expenses	283,629	308,820	317,170	8,350	2.7%
008 - Community & Building Safety					
Salaries & Benefits	831,776	905,900	896,950	(8,950)	
Supplies & Services	169,543	155,040	172,640	17,600	
Expenses	1,001,319	1,060,940	1,069,590	8,650	0.8%
009 - Mayor/Council					
Salaries & Benefits	557,538	591,300	600,900	9,600	
Supplies & Services	179,555	173,010	173,000	(10)	
Expenses	737,094	764,310	773,900	9,590	1.3%
010 - Civil Service					
Expenses	14,963	15,540	15,620	80	0.5%
011 - Engineering					
Salaries & Benefits	1,114,671	1,056,020	1,052,880	(3,140)	
Supplies & Services	205,317	210,820	207,810	(3,010)	
Expenses	1,319,988	1,266,840	1,260,690	(6,150)	-0.5%
012 - Economic Development					
Salaries & Benefits	233,378	292,900	126,570	(166,330)	
Supplies & Services	39,370	43,680	36,600	(7,080)	
Expenses	272,748	336,580	163,170	(173,410)	-51.5%
013 - Finance					
Salaries & Benefits	639,857	649,460	670,050	20,590	
Supplies & Services	157,840	158,540	171,510	12,970	
Expenses	797,696	808,000	841,560	33,560	4.2%
014 - Legal					
Expenses	475,898	520,000	525,200	5,200	1.0%
015 - Community Development & Planning					
Salaries & Benefits	875,196	929,610	977,960	48,350	
Supplies & Services	141,819	156,330	154,560	(1,770)	
Expenses	1,017,015	1,085,940	1,132,520	46,580	4.3%

	2019 Actual	2020 Original Budget	2021 Preliminary Budget	Change Over 2020 Budget	
016 - Parks, Recreation and Cultural Services					
Salaries & Benefits	751,147	775,060	859,820	84,760	
Supplies & Services	176,884	202,080	199,500	(2,580)	
Expenses	928,031	977,140	1,059,320	82,180	8.4%
017 - Museum					
Expenses	403,966	452,690	448,040	(4,650)	-1.0%
018 - Police					
Salaries & Benefits	6,779,930	7,615,070	7,922,040	306,970	
Supplies & Services	1,431,559	1,458,880	1,516,030	57,150	
Expenses	8,211,489	9,073,950	9,438,070	364,120	4.0%
019 - Other Administration					
Supplies & Services	1,360,515	1,486,070	1,857,040	370,970	
Transfers Out	3,618,000	4,033,330	3,967,260	(66,070)	
Expenses	4,978,515	5,519,400	5,824,300	304,900	5.5%
022 - Parks Ground Maintenance					
Salaries & Benefits	906,631	953,820	944,950	(8,870)	
Supplies & Services	369,096	461,450	468,590	7,140	
Expenses	1,275,727	1,415,270	1,413,540	(1,730)	-0.1%
023 - Non-Recurring Expenditures					
Salaries & Benefits	43,350	83,040	28,800	(54,240)	
Supplies & Services	1,051,808	984,130	520,500	(463,630)	
Capital Outlay	715,221	110,000	-	(110,000)	
Transfers Out	4,529,101	1,582,000	362,500	(1,219,500)	
Expenses	6,339,481	2,759,170	911,800	(1,847,370)	-67.0%
Total Expenses	30,928,381	29,926,050	28,417,120	(1,508,930)	-5.0%
General Revenues					
Sales Tax	9,714,332	9,600,000	9,500,000	(100,000)	
Sales Tax (non-recurring)	679,103	650,000	650,000	-	
Utility Taxes	6,886,486	7,234,240	7,319,240	85,000	
Property Tax	3,638,106	4,176,890	4,281,310	104,420	
Other Taxes	1,175,215	1,475,000	1,135,000	(340,000)	
Licenses & Permits	1,127,901	1,077,000	872,000	(205,000)	
Intergovernmental	843,221	744,800	785,600	40,800	
Grants (non-recurring)	337,316	72,400	29,000	(43,400)	
Charges for Services	1,687,992	1,505,580	1,653,160	147,580	
Fines & Penalties	1,030,317	982,000	991,500	9,500	
PILOT	250,500	241,300	262,100	20,800	
Miscellaneous	175,057	151,920	81,160	(70,760)	
Miscellaneous (non-recu)	1,085,519	17,000	-	(17,000)	
Total General Revenue	28,631,065	27,928,130	27,560,070	(368,060)	-1.3%

	2019 Actual	2020 Original Budget	2021 Preliminary Budget	Change Over 2020 Budget
005 - Rainy Day				
Expenses	-	-	-	-
Revenues	32,148	25,000	15,000	(10,000)
Net Income	32,148	25,000	15,000	
Beginning Fund Balance	1,543,034	1,560,000	1,560,000	
Ending Fund Balance	1,575,183	1,585,000	1,575,000	
101 - Public Arts				
Expenses	4,870	14,500	7,000	(7,500)
Revenues	143,029	16,200	32,500	16,300
Net Income	138,159	1,700	25,500	
Beginning Fund Balance	72,615	70,000	250,000	
Ending Fund Balance	210,774	71,700	275,500	
102 - PFD .2% Sales Tax				
Expenses	2,382,259	2,600,000	2,600,000	-
Revenues	2,382,259	2,600,000	2,600,000	-
Net Income	-	-	-	
Beginning Fund Balance	-	-	-	
Ending Fund Balance	-	-	-	
103 - Paths & Trails				
Expenses	-	-	20,000	20,000
Revenues	3,443	3,200	3,200	-
Net Income	3,443	3,200	(16,800)	
Beginning Fund Balance	16,549	18,000	22,000	
Ending Fund Balance	19,992	21,200	5,200	
104 - Tourism Promotion Area				
Expenses	257,663	275,000	200,000	(75,000)
Revenues	254,787	241,800	200,500	(41,300)
Net Income	(2,876)	(33,200)	500	
Beginning Fund Balance	116,138	100,000	50,000	
Ending Fund Balance	113,263	66,800	50,500	
105 - Hotel/Motel Tax - Cap Outlay				
Expenses	353,499	370,000	300,000	(70,000)
Revenues	357,763	370,000	300,000	(70,000)
Net Income	4,264	-	-	
Beginning Fund Balance	46,612	-	-	
Ending Fund Balance	50,875	-	-	

	2019 Actual	2020 Original Budget	2021 Preliminary Budget	Change Over 2020 Budget
106 - Convention Center				
Expenses	1,531,875	1,360,110	972,640	(387,470)
Revenues	1,431,447	1,428,920	1,002,500	(426,420)
Net Income	(100,428)	68,810	29,860	
Beginning Fund Balance	468,121	350,000	200,000	
Ending Fund Balance	367,693	418,810	229,860	
107 - Hotel/Motel Tax - Tourism				
Expenses	754,772	753,620	600,000	(153,620)
Revenues	720,757	744,000	602,000	(142,000)
Net Income	(34,015)	(9,620)	2,000	
Beginning Fund Balance	296,884	260,000	220,000	
Ending Fund Balance	262,869	250,380	222,000	
108 - Streets				
Expenses	3,628,010	4,775,050	3,915,970	(859,080)
Revenues	3,793,800	3,580,500	3,634,100	53,600
Net Income	165,790	(1,194,550)	(281,870)	
Beginning Fund Balance	2,546,711	2,000,000	1,500,000	
Ending Fund Balance	2,712,501	805,450	1,218,130	
109 - Arterial Streets				
Expenses	3,624,440	4,374,710	6,840,540	2,465,830
Revenues	3,423,576	4,157,570	6,296,340	2,138,770
Net Income	(200,863)	(217,140)	(544,200)	
Beginning Fund Balance	761,516	500,000	700,000	
Ending Fund Balance	560,652	282,860	155,800	
110 - LEOFF 1 Long Term Care				
Expenses	38,946	55,500	187,000	131,500
Revenues	63,263	50,000	7,500	(42,500)
Net Income	24,317	(5,500)	(179,500)	
Beginning Fund Balance	630,739	616,000	580,000	
Ending Fund Balance	655,056	610,500	400,500	
111 - Street Overlay				
Expenses	2,359,473	1,536,000	235,900	(1,300,100)
Revenues	1,439,074	590,000	582,000	(8,000)
Net Income	(920,399)	(946,000)	346,100	
Beginning Fund Balance	2,148,996	2,100,000	100,000	
Ending Fund Balance	1,228,597	1,154,000	446,100	

	2019 Actual	2020 Original Budget	2021 Preliminary Budget	Change Over 2020 Budget
112 - Impact Fees				
Expenses	4,443	-	-	-
Revenues	5,540	200	200	-
Net Income	1,097	200	200	
Beginning Fund Balance	33,453	32,700	40,000	
Ending Fund Balance	34,550	32,900	40,200	
113 - Low Income Housing				
Expenses	49,925	56,710	56,710	-
Revenues	54,158	40,250	111,000	70,750
Net Income	4,233	(16,460)	54,290	
Beginning Fund Balance	74,211	30,000	70,000	
Ending Fund Balance	78,444	13,540	124,290	
114 - Community Center				
Expenses	105,240	178,560	54,590	(123,970)
Revenues	155,393	105,140	8,500	(96,640)
Net Income	50,153	(73,420)	(46,090)	
Beginning Fund Balance	90,488	120,000	100,000	
Ending Fund Balance	140,642	46,580	53,910	
115 - CDBG Entitlement				
Expenses	165,982	301,500	500,090	198,590
Revenues	132,804	236,140	465,090	228,950
Net Income	(33,179)	(65,360)	(35,000)	
Beginning Fund Balance	(5)	65,360	35,000	
Ending Fund Balance	(33,184)	-	-	
116 - LEOFF 1 Retiree Health Insurance				
Expenses	356,089	358,000	316,000	(42,000)
Revenues	150,722	250,000	245,000	(5,000)
Net Income	(205,367)	(108,000)	(71,000)	
Beginning Fund Balance	636,770	472,400	390,000	
Ending Fund Balance	431,403	364,400	319,000	
117 - Homeless Funds				
Expenses	1,252,092	1,634,440	2,663,220	1,028,780
Revenues	1,331,871	1,435,040	2,508,160	1,073,120
Net Income	79,779	(199,400)	(155,060)	
Beginning Fund Balance	763,128	400,000	400,000	
Ending Fund Balance	842,908	200,600	244,940	

	2019 Actual	2020 Original Budget	2021 Preliminary Budget	Change Over 2020 Budget
118 - Abatement				
Expenses	11,328	40,000	40,000	-
Revenues	24,636	11,100	13,100	2,000
Net Income	13,308	(28,900)	(26,900)	
Beginning Fund Balance	74,344	80,000	100,000	
Ending Fund Balance	87,652	51,100	73,100	
119 - Transportation Benefit District				
Expenses	614,188	1,000,000	-	(1,000,000)
Revenues	644,273	605,000	-	(605,000)
Net Income	30,085	(395,000)	-	
Beginning Fund Balance	509,518	500,000	-	
Ending Fund Balance	539,602	105,000	-	
201 - Police Station GO Bonds				
Expenses	326,035	326,040	326,040	-
Revenues	327,409	327,830	327,830	-
Net Income	1,373	1,790	1,790	
Beginning Fund Balance	(8,446)	-	-	
Ending Fund Balance	(7,073)	1,790	1,790	
203 - LID 2010-01 Poplar Sewer				
Expenses	12,148	-	-	-
Revenues	10,634	-	3,630	3,630
Net Income	(1,513)	-	3,630	
Beginning Fund Balance	1,869	-	-	
Ending Fund Balance	356	-	3,630	
204 - LID Guaranty				
Expenses	74	-	-	-
Revenues	2,843	-	500	500
Net Income	2,769	-	500	
Beginning Fund Balance	136,148	-	140,000	
Ending Fund Balance	138,917	-	140,500	
205 - Councilmanic Bond				
Expenses	2,088,140	2,107,950	1,702,570	(405,380)
Revenues	2,095,777	2,109,950	1,704,220	(405,730)
Net Income	7,636	2,000	1,650	
Beginning Fund Balance	13,578	5,000	5,000	
Ending Fund Balance	21,215	7,000	6,650	

	2019 Actual	2020 Original Budget	2021 Preliminary Budget	Change Over 2020 Budget
207 - Riverside Dr. LID #2008-1				
Expenses	35,720	-	29,690	29,690
Revenues	482	-	29,690	29,690
Net Income	(35,238)	-	-	
Beginning Fund Balance	35,408	-	-	
Ending Fund Balance	170	-	-	
301 - RE Excise Tax Cap Projects				
Expenses	473,932	1,221,350	221,250	(1,000,100)
Revenues	628,791	582,000	588,000	6,000
Net Income	154,859	(639,350)	366,750	
Beginning Fund Balance	880,944	1,200,000	300,000	
Ending Fund Balance	1,035,803	560,650	666,750	
302 - Parks & Recreation Capital Projects				
Expenses	4,244,877	3,305,940	4,106,990	801,050
Revenues	3,417,117	2,950,040	4,107,490	1,157,450
Net Income	(827,760)	(355,900)	500	
Beginning Fund Balance	286,440	360,000	80,000	
Ending Fund Balance	(541,320)	4,100	80,500	
304 - Economic Development Capital Projects				
Expenses	8,904,492	3,971,400	3,701,000	(270,400)
Revenues	6,706,901	2,760,400	8,240,000	5,479,600
Net Income	(2,197,591)	(1,211,000)	4,539,000	
Beginning Fund Balance	(3,463,255)	1,211,000	(4,500,000)	
Ending Fund Balance	(5,660,846)	-	39,000	
307 Local Revitalization Financing Program				
Expenses	829,157	1,694,950	982,300	(712,650)
Revenues	1,068,301	550,000	565,000	15,000
Net Income	239,143	(1,144,950)	(417,300)	
Beginning Fund Balance	4,427,177	4,100,000	3,500,000	
Ending Fund Balance	4,666,320	2,955,050	3,082,700	
308 New City Hall Remodel				
Expenses	198,777	6,354,010	7,500,000	1,145,990
Revenues	10,694,836	-	20,000	20,000
Net Income	10,496,059	(6,354,010)	(7,480,000)	
Beginning Fund Balance	-	10,000,000	9,000,000	
Ending Fund Balance	10,496,059	3,645,990	1,520,000	
309 Foothills Street Projects				
Expenses	38,977	414,300	1,274,600	860,300
Revenues	2,038,264	-	4,000	4,000
Net Income	1,999,287	(414,300)	(1,270,600)	
Beginning Fund Balance	-	2,000,000	1,800,000	
Ending Fund Balance	1,999,287	1,585,700	529,400	

	2019 Actual	2020 Original Budget	2021 Preliminary Budget	Change Over 2020 Budget
401 - Water Utility				
Expenses	5,802,531	7,838,140	6,416,270	(1,421,870)
Revenues	5,461,166	5,873,250	5,914,500	41,250
Net Income	(341,365)	(1,964,890)	(501,770)	
Beginning Fund Balance	2,023,088	3,000,000	750,000	
Ending Fund Balance	1,681,723	1,035,110	248,230	
405 - Sewer Utility				
Expenses	8,119,198	15,418,440	14,657,220	(761,220)
Revenues	9,096,202	9,001,600	9,580,000	578,400
Net Income	977,003	(6,416,840)	(5,077,220)	
Beginning Fund Balance	14,255,074	10,000,000	8,000,000	
Ending Fund Balance	15,232,078	3,583,160	2,922,780	
410 - Storm Drain Utility				
Expenses	2,789,886	4,487,230	5,713,860	1,226,630
Revenues	2,611,049	3,278,250	4,283,090	1,004,840
Net Income	(178,838)	(1,208,980)	(1,430,770)	
Beginning Fund Balance	4,197,860	4,500,000	3,000,000	
Ending Fund Balance	4,019,022	3,291,020	1,569,230	
415 - Regional Water				
Expenses	1,003,752	1,103,120	1,194,940	91,820
Revenues	1,619,249	1,627,680	1,906,000	278,320
Net Income	615,498	524,560	711,060	
Beginning Fund Balance	3,248,639	3,000,000	3,900,000	
Ending Fund Balance	3,864,137	3,524,560	4,611,060	
420 - Solid Waste Utility				
Expenses	126,214	10,000	10,000	-
Revenues	8,482	5,000	2,500	(2,500)
Net Income	(117,732)	(5,000)	(7,500)	
Beginning Fund Balance	321,490	200,000	150,000	
Ending Fund Balance	203,757	195,000	142,500	
430 - Cemetery				
Expenses	397,291	460,700	472,810	12,110
Revenues	513,033	427,200	406,900	(20,300)
Net Income	115,742	(33,500)	(65,910)	
Beginning Fund Balance	(17,187)	33,500	70,000	
Ending Fund Balance	98,555	-	4,090	
501 - Equipment Rental O&M				
Expenses	1,104,997	1,153,490	1,193,300	39,810
Revenues	1,119,851	911,800	911,300	(500)
Net Income	14,854	(241,690)	(282,000)	
Beginning Fund Balance	392,420	330,000	450,000	
Ending Fund Balance	407,274	88,310	168,000	

	2019 Actual	2020 Original Budget	2021 Preliminary Budget	Change Over 2020 Budget
502 - Self Insurance Fund				
Expenses	981,895	1,170,000	1,220,000	50,000
Revenues	1,016,813	995,000	1,270,000	275,000
Net Income	34,918	(175,000)	50,000	
Beginning Fund Balance	1,548,242	1,700,000	1,520,000	
Ending Fund Balance	1,583,160	1,525,000	1,570,000	
503 - Equipment Rental Replacement				
Expenses	583,235	1,186,510	1,205,700	19,190
Revenues	1,493,390	989,100	984,100	(5,000)
Net Income	910,155	(197,410)	(221,600)	
Beginning Fund Balance	2,896,316	2,800,000	4,000,000	
Ending Fund Balance	3,806,471	2,602,590	3,778,400	
504 - Facility Maintenance Fund				
Expenses	1,746,179	3,988,890	1,364,190	(2,624,700)
Revenues	1,577,089	2,712,830	1,302,700	(1,410,130)
Net Income	(169,090)	(1,276,060)	(61,490)	
Beginning Fund Balance	2,002,452	1,500,000	800,000	
Ending Fund Balance	1,833,362	223,940	738,510	
505 - Information Systems				
Expenses	1,405,744	1,437,950	1,638,020	200,070
Revenues	1,357,389	1,385,230	1,422,260	37,030
Net Income	(48,355)	(52,720)	(215,760)	
Beginning Fund Balance	352,530	300,000	340,000	
Ending Fund Balance	304,175	247,280	124,240	
610 - Cemetery Endowment Fund				
Expenses	-	-	-	-
Revenues	43,821	28,000	28,000	-
Net Income	43,821	28,000	28,000	
Beginning Fund Balance	1,153,275	1,190,000	1,210,000	
Ending Fund Balance	1,197,096	1,218,000	1,238,000	
611 - Firemens' Pension Fund				
Expenses	147,075	195,500	159,500	(36,000)
Revenues	60,966	45,000	39,000	(6,000)
Net Income	(86,110)	(150,500)	(120,500)	
Beginning Fund Balance	1,581,644	1,550,000	1,300,000	
Ending Fund Balance	1,495,534	1,399,500	1,179,500	

CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Brooklyn Holton, Housing & Community Planner
Community Development

MEETING DATE: October 8, 2020

I. SUBJECT

Amendment II for the 2019 Community Development Block Grant (CDBG) Annual Action Plan (AAP) including a reduction in funding up to \$150,000 from the Public Facilities – Community Center project and an increase up to \$150,000 to the new Public Infrastructure – Sidewalk Tripping Hazards project.

II. ACTION REQUESTED

1. Conduct a public hearing
2. City Council approve Amendment II to the 2019 CDBG Annual Action Plan and authorize the Mayor to sign applicable applications, certifications, assurances and agreements.

III. OVERVIEW

On August 5, 2019, City Council approved the 2019 Annual Action Plan which included project selection and funding allocations. During this time, the “Public Improvements – Community Center” project, funded up to \$232,710, has included a roof repair and HVAC upgrade and plans for utility improvements, fence installation and sidewalk infrastructure. It is estimated that after each of these elements are completed, there could be up to \$150,000 remaining.

Through a partnership with Public Works to address tripping hazards in Wenatchee’s low- to moderate-income block groups, the CDBG program is able to reallocate up to \$150,000 towards “Public Improvements – Pedestrian Infrastructure” and add capacity to see all tripping hazards in the City fixed.

The budget would be adjusted as follows:

PROJECT NAME	AUGUST 5 BUDGET	PROPOSED BUDGET
Program Admin & Planning	\$47,636.80	No Change
Public Improvements: Community Center	\$232,709.97	\$82,709.97
Public Improvements: Code Enforcement	\$36,700	No Change
Public Services: Literacy Program	\$28,000	No Change
Public Services: CE Referral & Debris Removal	\$2,727.60	No Change
Public Services: Boots on the Ground	\$5,000	No Change
Public Improvements: Pedestrian Infrastructure	Not Included	\$150,000

IV. FISCAL IMPACT

The \$150,000 would offset costs of addressing tripping hazards citywide

V. PROPOSED PROJECT SCHEDULE

October 8, 2020 (today) – Hold a public hearing & approve Amendment II

Winter 2020 – Tripping hazards in low- and moderate-income block groups fixed

VI. REFERENCE(S)

1. Tripping Hazard Map
2. 2019 Annual Action Plan

VII. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk

Laura Merrill, Executive Services Director

Brad Posenjak, Finance Director



City of Wenatchee

Community Development Block Grant (CDBG)

2019 Annual Action Plan

AMENDMENT II

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

Community & Economic Development Department

1350 McKittrick Street

Wenatchee, WA 98801

Phone (509) 888-3258

Email: bholton@wenatcheewa.gov

Draft Amendment II ~ August 2020

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Executive Summary

Introduction

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

During the 2019 program year, on March 13, 2020, the COVID-19 pandemic was declared a national emergency and therefore a major disaster declaration for programs including CDBG. The Coronavirus Aid, Relief and Economic Security (CARES) Act subsequently made available supplemental funding (CDBG-CV) to prevent, prepare for and respond to the coronavirus. Amendment I of the 2019 AAP is in response to the City of Wenatchee's acceptance of CDBG-CV funding and plan for distribution of all funding provided by the U.S. Department of Housing and Urban Development under the CARES Act.

Assessment of the City of Wenatchee has demonstrated disproportionate needs related to housing, income loss, economic development and public services. COVID-19 continues to cause unprecedented damage to the economic stability of businesses and households.

HUD allocated \$139,593 in CDBG-CV funding to the City of Wenatchee to support efforts that will prevent, prepare for and respond to the coronavirus. This funding is designed to address needs that remain after all other assistance has been exhausted, including federal assistance as well as private insurance. This Amendment will describe how the funding, along with subsequent allocations, will be distributed to address remaining unmet needs in Wenatchee.

Plan Objectives & Outcomes

The 2019 Annual Action Plan will support targeted objectives from the Consolidated Plan through the implementation of the following activities

Objective 1 - Preserving & Improving Neighborhoods:

2019 activities include improvements to the Wenatchee community center, the code enforcement program and to our public infrastructure such as sidewalks.

Objective 2 - Reducing homelessness:

2019 activities include aligning CDBG housing and community development projects with the Chelan-Douglas Homeless Plan and supporting services that lead to self-sufficiency for homeless individuals and individuals at-risk for homelessness.

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

2019 activities include literacy/ESL tutoring and training through the Wenatchee Literacy Council; the City's Code Enforcement Referral/Debris Removal Program; and a Boots-on-the-Ground youth educational camp through the Wenatchee Valley YMCA.

Objective 5 -

The objectives and outcomes for the 2019 CDBG program year will benefit the entire City of Wenatchee with a focus in the South-Central Wenatchee Core target area. This target area was identified in 2014 under direction from HUD and new census data. The modification helped to recognize areas that have a greater concentration of low-income residents, exhibit greater deterioration of properties and have a higher need for infrastructure improvements.

Evaluation of Past Performance

During the 2018 program year (April 1, 2017 – September 30, 2019), the following activities were completed:

Objective 1 - Preserving & improving neighborhoods:

- Code Enforcement: The City continued to provide an additional 0.25 FTE code enforcement officer to work in the South-Central Wenatchee Core identified as the target area for CDBG projects. The fall of 2014 was the kickoff for a voluntary compliance based code enforcement program and has continued to provide assistance to residents in violation of City Code the opportunity to comply on a voluntary basis.
- Sidewalk Project: With Phase I beginning in the 2014 CDBG program year and completing near the beginning of the 2016 program year, Phase II design and analysis began mid-year of the 2016 program. Like before, this design includes sidewalk (from Peachey St. to Ferry St.), lighting on both sides, public art hanging from light posts in the form of colorful metal banners known as “Papel Picado” as well as stamped concrete along the sidewalk. All three phases have been constructed with art installation complete. The entire project was completed in the 2018 program year.

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

- Literacy Council: The Wenatchee Literacy Council program provided literacy/English tutoring services primarily to low-moderate income individuals in Wenatchee. Each year the Literacy Council serves 227 students.
- Code Enforcement Referral & Debris Removal Program: The City established this new program in 3rd quarter 2013 to assist low-income residents in responding to code enforcement violation notices and has continued this service through the 2018 program year. Services include free dumpster rentals, free dump disposal vouchers (26), and referrals to volunteer community agencies that can assist with clean-up/repair chores. The revamping of processes for code enforcement provide guidance and assistance to low- and moderate-income persons for meeting and continuing to be in compliance with city code. In combination with the guidance and assistance, the code enforcement voluntary compliance program also supports code compliance.

Summary of Citizen Participation & Consultation Process

In 2012, the AIA public process and development of the 2013-2019 Consolidated Plan resulted in extensive public outreach for input. While developing the 2019 Annual Action Plan, careful consideration of past community feedback and professional recommendation was taken. The information referenced was provided by a broad spectrum of community stakeholders including local homeless service providers, social service agencies, business representative, government officials and private citizens. Recent planning efforts resulted in the finalized South Wenatchee Action Plan. Boundaries identified in this plan encompass all of the South-Central Wenatchee Core neighborhood and provided community values, goals and priorities for the future of the residents and businesses in the area. The 2015 update to the Homeless Plan provided a platform for the Wenatchee community to provide input on housing and services. Also, during 2016, a Wenatchee Housing Needs Assessment was conducted. In addition to applying previous community input and an open comment period for 30 days, two opportunities for comment were held in the form of public hearings; July 24, 2019 at the Planning Commission meeting and August 11, 2019 at the City Council meeting.

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

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

AMENDMENT I UPDATE

In addition to the notice published in the Wenatchee World on May 8, 2020 opening the comment period for no less than 5 days and notifying the community of the public hearing held at the Wenatchee City Council meeting on May 14, 2020, the following consultation provided valuable insight and direction for the Amendment and associated funding distribution:

- Economic check-ins with the Chelan Douglas Regional Port Authority and the North Central Washington Economic Development District (NCWEDD)
- Weekly “Food Security Sector” calls hosted by the Community Foundation of NCW
- Weekly “Senior Services Sector” calls hosted by the Community Foundation of NCW
- Weekly “Helping Hands” regional funding check-ins and coordination hosted by the Community Foundation of NCW
- Coordination with the North Central Accountable Community of Health staff and the associated Incident Command System needs and Community Support Fund applications

AMENDMENT II UPDATE

A public notice was published in the Wenatchee World on September 3, 2020 opening a minimum 30 day comment period notifying the community of the opportunity to provide comment at a public hearing during a regularly scheduled city council meeting on October 8, 2020. In addition to this notice, city staff connected with Community Center partners to discuss the reallocation of funding.

Summary of Public Comments

A public notice was published in the Wenatchee World on July 10, 2019 notifying the community of the 30-day comment period for the draft 2019 Annual Action Plan as well as the opportunity to attend a public hearing on either July 24, 2019 at the Planning Commission meeting or on August 11, 2019 at the City Council meeting. The Annual Action Plan was adopted at the City Council meeting on July 11, 2019 following the public hearing and pursuant to any additional comment received by August 12, 2019; no comments were received.

AMENDMENT I UPDATE:

On May 8, 2020, a public notice published in the Wenatchee World opening the comment period for the Wenatchee community to provide feedback on the proposed Amendment prior to the public hearing held on May 14, 2020 at the regularly scheduled City Council meeting. Due to the Washington State “Stay Home, Stay Healthy” order and in accordance with the HUD waiver authorized by CFR 91.600, the public hearing was held virtually with the option for the public to comment online during the live meeting. The online comment feature provided real-time feedback, response and documentation of comments including:

- The following text was from the live chat option available during the virtual public hearing. During the hearing, staff provided real-time response:
 - City Staff: *For the CDBG-CV funding Public Hearing later this evening, this chat is being monitored for real-time comments and council response. You are welcome to submit comments/questions at any time.*
 - Executive Director for the Chelan Douglas Community Action Council: *Did the City receive any of the state’s share of CARES Act funding. Limited information is out regarding the use of the state funding, but it looks like it can be spend on rental/mortgage payments. The difference being CDBG CARES Act funds cannot pay back rent or overdue mortgage payments – the state funds can. If state funds are available it would allow us, Chelan Douglas Community Action Council, to better serve residents with income assistance, particularly with past due rent/mortgage. Alan Walker, CDCAC. The CDBG CARES funds would allow CDCAC to meet upcoming community needs wish we would be grateful to receive. Thank you for the update.*

AMENDMENT II UPDATE:

On September 3, 2020, a public notice was published in the Wenatchee World opening the comment period for Wenatchee neighbors to provide feedback on the proposed Amendment II prior to the public hearing held on October 8, 2020 at the regularly scheduled City Council meeting. Due to the Washington State “Stay Home, Stay Healthy” order and in accordance with the HUD waiver authorized by CFR 91.600, the public hearing was held virtually with the option for the public to comment online during the live meeting. The online comment feature provided real-time feedback, response and documentation of comments including:

PUBLIC COMMENT WILL BE INSERTED HERE.

Lead & Responsible Agencies

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

Annual Plan Public Contact Information

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

Public Consultation

Introduction

The 2019 Annual Action Plan was developed with careful consideration of public comment that resulted from the AIA public process, development of the 2013-2019 Consolidated Plan, development of the South Wenatchee Action Plan, the updated Homeless Plan, two public hearings held on July 24, 2019 and August 11, 2019. The Amendment process included a public hearing held on May 14, 2020. **For Amendment II, there was a public hearing held on October 8, 2020 with at least 30 days for comment submittal prior.**

Feedback was received from a wide range of groups within the community as described below.

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

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

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

and new social services offered. Many organizations and individuals are represented each month supporting such a valuable meeting.

- **Serve Wenatchee Valley:** As a coordinator of social services, Serve Wenatchee Valley has been an asset to the community and local leaders by assisting with tangible needs, hosting community events, providing topic specific giveaways and organizing events to provide support for local leadership.
- **Wenatchee Downtown Association:** Supporters and enthusiasts for local small businesses, historic downtown, local culture and volunteers, the Wenatchee Downtown Association believes in the value of each individual's contribution. The mission to strengthen and enrich the downtown experience provides a unique vision into the community and valuable input into the planning ideas.
- **Healthy Living Wenatchee Valley Coalition:** Members of the health care, fitness, clinical, local government and community stakeholder groups work together to remove barriers, build networks, connect people to resources and provide education in order to ensure residents have ready access to systems that support high quality of living.
- **North Central Accountable Community of Health (NCACH) Chelan-Douglas Coalition for Health Improvement (CD-CHI):** local stakeholders who share a vision of connected, responsive, and pro-active regional health by engaging a wide variety of partners to build a healthier North Central Washington through Whole Person Care.
- **Pinnacles Prep: a charter public school designed to meet unmet education needs in the Wenatchee Valley and devoted to intellectual inquiry and a collaborative spirit of learning. Committed to delivering a relevant and innovative educational experience in a rapidly changing world. They will be located at the Wenatchee Community Center.**

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

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

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

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

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

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

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

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

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

Other Local/Regional/State/Federal Planning Efforts

Recommendations from a number of local and regional plans were considered when developing the 2019 Annual Action Plan:

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

Participation

Summary of Citizen Participation Process & Its Impact on Goal Setting

In 2012, the AIA public process and development of the 2013-2019 Consolidated Plan resulted in extensive public outreach for input. While developing the 2019 Annual Action Plan, careful consideration of past community feedback and professional recommendation was taken. The information referenced was provided by a broad spectrum of community stakeholders including local homeless service providers, social service agencies, business representative, government officials and private citizens. In addition to applying previous community input, two opportunities for comment were held in the form of public hearings; July 24, 2019 at the Planning Commission meeting and August 11, 2019 at the City Council meeting.

For the Amendment, one public hearing was provided on May 14, 2020 at a regularly scheduled City Council meeting; this hearing was provided in a virtual format due to COVID-19 stay home restrictions. For Amendment II, one public hearing was provided on October 8, 2020 at a regularly scheduled City Council meeting; this hearing was provided in a virtual format due to COVID-19 social distancing requirements.

The online comment feature provided real-time feedback, response and documentation of comments including:

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

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

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

1. Increased affordable housing
2. Improved access to housing for those facing housing barriers (i.e., passing background checks)
3. Increased supporting housing, particularly for residents with mental health and substance abuse disorders

4. Improving access to living-wage jobs through education/job training and recruiting/retention of employers offering living-wage jobs
5. Prevention of neighborhood blight
6. Raising community awareness and understanding of the root causes of local poverty and homelessness
7. Improving information sharing, system navigation and coordination of services
8. COVID-19 responses focused on income loss, economic supports and public service needs such as food and housing supports

Outreach Target	Outreach Method	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted & Reasons
Homeless Steering Committee	Quarterly Meetings	The City coordinates the Homeless Steering Committee which is comprised of local elected officials and community leaders. The role of the committee is to guide the development of the Chelan-Douglas Homeless Plan and to identify annual funding priorities for homeless services.	<p>As a result of the feedback received, the following needs were identified:</p> <ol style="list-style-type: none"> 1. Expanding services for the chronically homeless 2. Improving the responsiveness for all components of our homeless response system 3. Increasing the development of and access to affordable rental housing 4. Addressing homelessness & the risk of homelessness for children & youth 5. Improving coordination of services through a coordinated entry system known as the Community Housing Network 6. Strengthening our data collection and analysis systems 	

Outreach Target	Outreach Method	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted & Reasons
Homeless Task Force	Bi-Monthly Meetings	The City coordinates the Homeless Task Force which meets every other month. The Task Force is comprised of homeless service providers and other community stakeholders. Members were solicited for input during the development of the 2018 Annual Action Plan.	<p>Challenges identified included:</p> <ol style="list-style-type: none"> 1. Insufficient services supporting the chronically homeless 2. A need to evaluate the effectiveness of our homeless system components and to then realign funding to support best practices 3. Lack of affordable housing 4. Insufficient services supporting youth including unaccompanied youth under 18 5. Limited formal coordination of homeless services 6. Limited of inconsistent data collection & analysis capabilities 	
South Wenatchee residents, business owners, & community partners	Imagine South Wenatchee Visioning Project	In 2012, the city facilitated a comprehensive visioning process which included conducting a sustainable design assessment. The resulting Sustainable Design Assessment Report included key recommendations focused primarily on the predominately low-income South Wenatchee area. In addition, community input was solicited through focus groups and surveys of residents and business owners in South Wenatchee. The community feedback and recommendations from the	<ul style="list-style-type: none"> – Strong desire for inclusion & celebration of large Hispanic population in South Wenatchee. – Need for structural improvements to increase safety & well-being (especially sidewalks & lighting). – Need for increased commercial ventures such as local grocery stores. – Improved transportation to commercial & public service areas. 	Rare but occasional inappropriate expressions of disgruntlement with the increasing Hispanic population in Wenatchee. These comments are in direct conflict with the City's mission to welcome, value, & celebrate diversity.

Outreach Target	Outreach Method	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted & Reasons
		assessment report are incorporated into the 2013-2019 Consolidated Plan and carefully considered for the 2018 Annual Plan.	<ul style="list-style-type: none"> - Include public art into projects such as sidewalk and lighting construction 	
Interagency Networking Meetings	Monthly Meetings	Regular attendance at monthly Interagency Networking Meetings facilitated by the Wenatchee School District. 30 - 40 community service providers attend regularly. Member input was incorporated into the Annual Action Plan	<ul style="list-style-type: none"> - Community organizations are experiencing financial challenges due to the downturn in the economy which has resulted in funding & donation decreases. - Need for a clearinghouse of information on local community resources. - Need for community-wide coordinated services. 	
Non-targeted/broad community	Public Hearing	A public notice was published in the Wenatchee World on June 8, 2018 and again in El Mundous on June 14, 2018 notifying the community of the 30-day comment period for the draft 2018 Annual Action Plan as well as the opportunity to attend a public hearing on either June 8, 2018 at the Planning Commission meeting or on June 14, 2018 at the City Council meeting. The Annual Action Plan was adopted at the City Council	<ul style="list-style-type: none"> - Reviewing funding put towards the Code Enforcement and how it can be rerouted to connect with the Community Center 	

Outreach Target	Outreach Method	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted & Reasons
		meeting on June 14, 2018 after the public hearing.		
School District	Quarterly meetings and continuous involvement with Wenatchee Learns.	The quarterly meetings held with the school board include the members of the school board and City of Wenatchee representatives. Communication with Wenatchee Learns occurs on a regular basis with different members available at different times.	<ul style="list-style-type: none"> - Creating discussion opportunities for students K-12 with local leaders such as business owners or elected officials - Provide exposure to college and technical schools - Bridge the gap and connect today's youth with the baby boomer generation 	
Code Enforcement	Meetings with Northwest Justice and Catholic Family Chore Services	City code enforcement staff coordinates with these agencies to serve low to moderate income individuals as part of the code enforcement program.	<p>Catholic Family services provides valuable volunteer services and provided coordination procedures for code enforcement.</p> <ul style="list-style-type: none"> - Northwest Justice Project provides free legal services to qualifying low income individuals and households. They have requested that we enforce code enforcement laws on substandard housing. They have also requested the City establish a rental license. 	

Outreach Target	Outreach Method	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted & Reasons
Rental Association	Chelan Douglas Tenant Landlord Liaison	The City coordinates with the Rental Association to promote fair housing and quality affordable housing.	<ul style="list-style-type: none"> - The Rental Association provides information to their landlord membership that helps landlords comply with laws and provide quality housing. They appreciate the coordination with the City so that they understand the City's housing programs 	

Expected Resources

Introduction

In addition to CDBG funding, the City of Wenatchee receives state and local funding to support homeless Continuum of Care

activities. Anticipated funding for 2018 is outlined in the table below.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public - Federal	<ul style="list-style-type: none"> - Acquisition - Admin and Planning - Economic Development - Housing Public Improvements - Public Services 	238,184	33,902.96	83,250.27	355,337.23	355,337.23	These funds will be leveraged to obtain additional resources from other government entities (i.e. the Department of Transportation).
CDBG-CV	Public – Federal	<ul style="list-style-type: none"> - Economic Development - Emergency Income Support - Public Services 	\$139,593	\$0	\$0	\$139,593	\$139,593	These funds are from the Coronavirus Aid, Relief and Economic Security (CARES) Act and are to prevent, prepare for and respond to the coronavirus.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Consolidated Homeless Grant	Public - State	<ul style="list-style-type: none"> - Admin and Planning - Public Services - Other 	509,374	0	0	509,374	1,018,748	These funds are dedicated to rent assistance and emergency shelter/transitional housing operating costs to reduce homelessness in Chelan-Douglas counties.
Chelan Douglas County Homeless Funds	Public - Local	<ul style="list-style-type: none"> - Acquisition - Admin and Planning - Economic Development - Housing - Public Services - Other 	785,000	0	0	785,000	1,570,000	These funds are dedicated to reducing homelessness in Chelan & Douglas counties.
Chelan County Low-Income Housing Funds	Public - Local	<ul style="list-style-type: none"> - Housing - Other 	43,500	0	0	43,500	87,000	These funds are targeted to affordable low-income housing in Wenatchee and emergency shelter operations.

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

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

Annual Goals and Objectives

Goals Summary Information

The following table provides a summary of the major goals and funding allocation for the 2019 program year.

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Preserve and Improve Neighborhoods	2013	2019	Non-Housing Community Development	– South-Central Wenatchee Core	-Neighborhood Improvement -Sidewalks -Lighting	<ul style="list-style-type: none"> – CDBG: \$232,709.97 – Chelan-Douglas Counties Homeless Housing Funds: \$0 – City of Wenatchee Low-Income Housing Funds: \$0 – State Consolidated Homeless Grant: \$0 – Emergency Solutions Grant: \$0 	<ul style="list-style-type: none"> – Public Facility or Infrastructure Activities other than Low/Moderate Income – Housing Benefit: 4,000 individuals assisted

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Reduce Homelessness	2013	2019	Homeless	Chelan & Douglas Counties	Homelessness	<ul style="list-style-type: none"> - CDBG-CV: \$65,000 - Chelan-Douglas Counties Homeless Housing Funds: \$785,000 - City of Wenatchee Low-Income Housing Funds: \$43,500 - State Consolidated Homeless Grant: \$509,374 	<ul style="list-style-type: none"> - Emergency Income Response - Homeless Individuals Assisted - Overnight Shelter: 760 - Individuals Assisted - Homelessness Prevention: 667

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Support Public Services & Economic Development	2013	2019	<ul style="list-style-type: none"> - Homeless - Non-Homeless Special Needs - Non-Housing Community Development - Public Services 	<ul style="list-style-type: none"> - South-Central Wenatchee Core 	Public Services	<ul style="list-style-type: none"> - CDBG-CV: \$74,593 - CDBG: \$35,727.60 - Chelan-Douglas Counties Homeless Housing Funds: \$0 - City of Wenatchee Low-Income Housing Funds: \$0 - State Consolidated Homeless Grant: \$0 - Emergency Solutions Grant: \$0 	<ul style="list-style-type: none"> - Small Business Supports: 10 - Public service activities other than Low/Moderate Income - Housing Benefit: 450 Individuals Assisted

Detailed Goal Descriptions

1	Goal Name	Preserve and Improve Neighborhoods
	Goal Description	<p>The 2019 Annual Plan will promote the preservation and improvement of neighborhoods by:</p> <ul style="list-style-type: none"> • Investing in capital improvements and facility improvements to the community center • Supporting code enforcement to prevent substandard housing and neighborhood blight in targeted neighborhoods. • Improving ADA/Pedestrian infrastructure in low- and moderate-income areas
2	Goal Name	Reduce Homelessness
	Goal Description	<p>The 2019 Annual Plan addresses the goal of reducing homelessness by aligning CDBG housing and community development projects with the Chelan-Douglas Homeless Plan and by encouraging/facilitating supportive services that lead to self-sufficiency for homeless individuals and for individuals at-risk of homelessness.</p> <p>COVID-19 response funding is supporting households that have experienced income loss and are in need of Emergency Income Payments.</p>
3	Goal Name	Support Public Services & Economic Development
	Goal Description	<p>The 2019 Annual Plan aligns with the goal of supporting public services & economic development by:</p> <ul style="list-style-type: none"> – Continuing to support literacy & ESL training programs with an emphasis on program accessibility for low-income neighborhood residents. – Providing referrals and debris removal services to eligible low-income residents in targeted neighborhoods who need assistance responding to code enforcement violation notices. – COVID-19 response will be supporting public services related to low-income seniors needs food supports and assistance for businesses.

Projects

Introduction

The 2019 Annual Action Plan includes the projects listed below that align with the strategic goals of the City's Consolidated Plan.

	Project Name
1	Program Administration & Planning
2	Public Improvements: Community Center Facility Improvements
3	Public Improvements: Code Enforcement
4	Public Improvements: ADA/Pedestrian Infrastructure
5	Public Services: Literacy Program
6	Public Services: Code Enforcement Referral & Debris Removal Program
7	COVID-19 Prevention, Preparation and Response

Project Summary Information

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

1	Project Name	Program Administration & Planning
	Goals Supported	<ul style="list-style-type: none"> – Preserve and Improve Neighborhoods – Reduce Homelessness – Support Public Services
	Funding	CDBG: \$47,636.80
	Description	City staff will oversee implementation of projects including project management, fiscal administration, & reporting.
2	Project Name	Public Improvements: Community Center
	Target Area	South Central Wenatchee Neighborhood Core
	Goals Supported	Preserve and Improve Neighborhoods
	Needs Addressed	Neighborhood Improvement
	Funding	CDBG: \$82,709.97 2019 Award Allocation \$82,709.97
	Description	The Wenatchee Community Center is a location for uniting the community by embracing cultures, families and individuals through collaboration, assistance and support. Upgrades to the community center will allow for expanded use and service to the community such as a commercial kitchen, improved infrastructure for lighting and acoustics as well as plans for a makerspace or community learning center.
3	Project Name	Public Improvements: Code Enforcement
	Target Area	South-Central Wenatchee Core
	Goals Supported	Preserve and Improve Neighborhoods

	Needs Addressed	Neighborhood Improvement
	Funding	CDBG: \$36,700
	Description	Code Enforcement activities within the targeted low -income neighborhoods of South-Central Wenatchee Core
4	Project Name	Public Improvements : ADA/Pedestrian Infrastructure Improvements
	Target Area	South-Central Wenatchee Core low - and moderate-income areas
	Goals Supported	Preserve and Improve Neighborhoods
	Needs Addressed	Neighborhood Improvement – ADA infrastructure
	Funding	Up to \$150,000 2019 Award Allocation \$35,409.63 + 2018 reallocation of <ul style="list-style-type: none"> • \$437.14 from Code Enforcement referral and debris program • \$75,250.27 Chelan Ave sidewalk project • \$5,000 program income • \$33,902.26 from program income <i>There is also an open contract with RH2 with a remaining balance of \$133.01</i>
	Description	Address identified tripping hazards to improve ADA and pedestrian routes in low - and moderate-income areas.
5	Project Name	Public Services: Literacy Program
	Goals Supported	Support Public Services
	Needs Addressed	Economic Development
	Funding	CDBG: \$28,000
	Description	The City will continue to support the educational efforts of the Wenatchee Literacy Council which provides ESL and literacy training for low -income Wenatchee residents.
6	Project Name	Public Services: Code Enforcement Referral & Debris Removal Program
	Target Area	South Central Wenatchee Neighborhood Core
	Goals Supported	Preserve and Improve Neighborhoods Support Public Services
	Needs Addressed	Neighborhood Improvement Public Services
	Funding	CDBG: \$7,727.60
	Description	The City of Wenatchee's Code Enforcement staff will oversee the Code Enforcement Referral & Debris Removal program. The program assists low -income residents in targeted neighborhoods in responding to code enforcement violation notices. Services include free dumpster rentals, free dump disposal vouchers, and referrals to volunteer community agencies that can assist with clean-up/repair chores.
7	Project Name	COVID-19 Prevention, Preparation and Response
	Target Area	City of Wenatchee
	Goals Supported	Prevent Homelessness Public Services Support Economic Development

	Needs Addressed	Support households with emergency income payments Public Services: Food system support for low -income vulnerable populations Assistance for businesses
	Funding	\$139,593
	Description	Distribution of funds related to COVID-19 are intended to prevent, prepare for and respond to the coronavirus by supporting households that have lost income while costs of living remain, businesses that are in need of technical and financial support to maintain operation and employment and vulnerable low -income populations such as seniors that have seen a suspension of social service supports such as food provision.

Project Funding

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

AMENDMENT I UPDATE:

Adjustments to the original 2019 CDBG allocation will not be adjusted. Only CDBG-CV funding will be utilized for COVID-19 allocation at this time. Additional HUD approved waivers include suspension of the 15% public services cap for funding specific to COVID-19 prevention, preparation and response as well as the allowance of reimbursement for eligible costs already incurred; regardless of date for COVID-19 response. Current allocations of the \$139,593 include:

- Emergency Income Payments: \$65,000
- Assistance for Businesses: \$65,000
- Public Services – food system: \$9,593

AMENDMENT II UPDATE:

Adjustments to the original 2019 CDBG allocations will be updated; no changes will occur to the CDBG-CV funding that was allocated in Amendment I. Adjustments will include:

- Community Center: up to (\$150,000)
- ADA/Pedestrian Infrastructure: Up to \$150,000

Pre Award Costs

Due to possible conflict between the submittal deadline for the Annual Action Plan and the award allocation being provided from the U.S. Department of Housing and Urban Development and the need to ensure program and project success continues in our community, City staff may incur costs to the 2019 CDBG Program.

Geographic Distribution

Geographic Areas to be Assisted

In 2019, the City's public improvement and code enforcement efforts will primarily target the South-Central Wenatchee Core. Public services will benefit low- to moderate-income residents in Wenatchee.

Rationale Allocating Investments Geographically

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

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

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

Affordable Housing

Introduction

There is an excessive housing cost burden on low-income residents, and the low rental vacancy rate provides a disincentive to rental property owners to accommodate low-income tenants. Additionally, many renters are over-housed, as there is a shortage of single unit rental properties. In 2019, the City will explore opportunities to attract and incentivize developers of affordable housing which align with our demographic needs.

Affordable Housing Goals

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

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

Public Housing

Introduction

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

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

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

Actions Planned to Address Public Housing Needs

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

Actions Planned to Encourage Public Housing Residents to Participate in Homeownership

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

Homeless and Other Special Needs Activities

Introduction

The City of Wenatchee administers the following homeless funds on behalf of Chelan and Douglas counties: The Consolidated Homeless Grant, Chelan-Douglas County Homeless Funds, and Chelan County Low-Income Housing Funds. These funds are anticipated to provide a total of \$1.34 million in funding in 2019. Consequently, the City will not designate specific CDBG funds to homeless projects. It has, however, aligned CDBG goals and activities with the goals, strategies, and activities of the Chelan-Douglas Homeless Plan, especially in regards to increasing access to education, economic opportunities, and affordable housing.

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

AMENDMENT UPDATE:

As a result of COVID-19 and the negative economic consequences, emergency income payments are a priority and will support Wenatchee households in affording current cost of living expenses. While this is not a direct housing program, the financial support to each household plays a significant role in the overall efforts related to keeping our community members housed.

One-Year Goals & Actions for Reducing Homelessness

The following goals and activities will be pursued in 2019 to reduce homelessness in the region:

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

performance outcomes.

- Promote communication and collaboration among local social service providers.
- Promote public awareness/education and seek out broad-based community input.
- Provide Emergency Income Payments to eligible households

Barriers to Affordable Housing

Introduction

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

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

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

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

Other Actions

Introduction

The 2019 Annual Action Plan includes a variety of other actions that will address HUD requirements & support the objectives outlined in the City's Consolidated Plan. These specific actions are described below.

Actions Planned to Address Obstacles to Meeting Underserved Needs

The City will continue to conduct public outreach to ensure that the broader community is aware of the needs and opportunities identified in the Consolidated Plan and Annual Action Plan. In addition, the City will actively work to engage potential employer and landlord partners in overcoming obstacles to employment and housing. In 2016, that City of Wenatchee completed a Limited English Proficiency (LEP) Plan and will continue these efforts by developing a Language Access Plan (LAP) for implementation guidance. The City will also continue to provide Section 3 information to local businesses and individuals as a result of the City of Wenatchee receiving over \$200,000 in CDBG funding for the 2019 program year.

Economic needs and assistance to Wenatchee businesses has become a priority and new partnerships with organizations such as the Chelan Douglas Regional Port District and the North Central Washington Economic Development District are able to provide insight and a system infrastructure to best serve the commerce sector.

Actions Planned to Foster and Maintain Affordable Housing

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

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

maintain affordable housing.

Actions Planned to Reduce Lead-Based Paint Hazards

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

Actions Planned to Reduce Number of Poverty-Level Families

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

The emergency income payments, business assistance and expanded public services to Wenatchee's vulnerable residents will support the fight against households living in poverty.

Actions Planned to Develop Institutional Structure

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

Partnerships with established organizations have proven a valuable piece of efficient and effective delivery of disaster response funds. A few organizations that have supported the process and will continue to provide guidance, feedback, reports and system coordination include:

- Community Foundation of North Central Washington
- Chelan Douglas Regional Port District
- North Central Economic Development District

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

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

In 2015, the City coordinated a major effort to improve coordination among social service agencies through the development of a Coordinated Entry system which was launched in October 2015. Coordinated Entry will significantly improve coordination between service agencies by establishing a common intake & assessment process that enables homeless providers to determine services that best meets the needs of the client. In addition, the system established a standardized referral process between service agencies in the area. In 2019, the City will continue to manage the coordinated entry system including system evaluation and program improvements.

Program Specific Requirements

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

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

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

Other CDBG Requirements

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

CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Brooklyn Holton, Housing & Community Planner
Community Development

MEETING DATE: October 8, 2020

I. SUBJECT

Amendment III for the 2019 Community Development Block Grant (CDBG) Annual Action Plan (AAP) includes a reallocation of \$9,593 in funding from “Public Services – Food System” to “Public Services – Business Assistance” and an allocation of up to \$10,407 from unallocated/unspent 2019 CDBG funding to “Public Services – Business Assistance” for a total increase up to \$20,000.

II. ACTION REQUESTED

1. Conduct a public hearing
2. City Council approves Amendment III to the 2019 CDBG AAP and authorize the mayor to sign applicable applications, certifications, assurances and agreements.

III. OVERVIEW

On May 14, 2020, the City Council approved CDBG-CV funding to prevent, prepare for and respond to the coronavirus. As an entitlement, Wenatchee received \$139,593 and allocated funding towards supporting microenterprises, household income replacement and food systems. Allocation to food systems has remained unspent due to alternative funding sources being identified or becoming available.

During the 2019 CDBG year, program income of \$13,691 was received and is available for allocation. Together, the \$13,691 program income and \$9,593 provides \$23,284 available for supporting Wenatchee’s microenterprises.

On September 16th, the business assistance grant committee received 17 application from microenterprises in Wenatchee. Originally \$65,000 was allocated for this activity and at the maximum funding amount of \$5,000 we can support 13 businesses. Of the 17 applicants, 16 made it through the initial review and to fully support our community being affected by COVID, allocating unused funds would allow the CDBG program to meet identified needs efficiently.

The follow budget adjustments would be made.

PROJECT NAME	OCT 8 BUDGET	PROPOSED BUDGET
Program Admin & Planning	\$47,636.80	No Change
Public Improvements: Community Center	\$82,709.97	No Change
Public Improvements: Code Enforcement	\$36,700	No Change

Public Services: Literacy Program	\$28,000	No Change
Public Services: CE Referral & Debris Removal	\$2,727.60	No Change
Public Services: Boots on the Ground	\$5,000	No Change
Public Improvements: Pedestrian Infrastructure	\$150,000	No Change
COVID – Business Assistance for Microenterprise	\$65,000	\$85,000
COVID – Emergency Income Replacement	\$65,000	No Change
COVID – Food System Security	\$9,593	\$0

IV. **FISCAL IMPACT**

There would be no direct fiscal impact

V. **PROPOSED PROJECT SCHEDULE**

October 8, 2020 (today) – Hold public hearing & approve Amendment III

October 16, 2020 – have checks available to additional eligible businesses

VI. **REFERENCE(S)**

1. 2019 Annual Action Plan

VII. **ADMINISTRATIVE ROUTING**

Tammy Stanger, City Clerk

Laura Merrill, Executive Services Director

Bard Posenjak, Finance Director



City of Wenatchee

Community Development Block Grant (CDBG)

2019 Annual Action Plan

AMENDMENT III

Implementing the 2013 – 2019 Housing & Community Development Consolidated Plan

Community & Economic Development Department

1350 McKittrick Street

Wenatchee, WA 98801

Phone (509) 888-3258

Email: bholton@wenatcheewa.gov

Draft Amendment III ~ September 2020

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Executive Summary

Introduction

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

During the 2019 program year, on March 13, 2020, the COVID-19 pandemic was declared a national emergency and therefore a major disaster declaration for programs including CDBG. The Coronavirus Aid, Relief and Economic Security (CARES) Act subsequently made available supplemental funding (CDBG-CV) to prevent, prepare for and respond to the coronavirus. Amendment I of the 2019 AAP is in response to the City of Wenatchee's acceptance of CDBG-CV funding and plan for distribution of all funding provided by the U.S. Department of Housing and Urban Development under the CARES Act.

Assessment of the City of Wenatchee has demonstrated disproportionate needs related to housing, income loss, economic development and public services. COVID-19 continues to cause unprecedented damage to the economic stability of businesses and households.

HUD allocated \$139,593 in CDBG-CV funding to the City of Wenatchee to support efforts that will prevent, prepare for and respond to the coronavirus. This funding is designed to address needs that remain after all other assistance has been exhausted, including federal assistance as well as private insurance. This Amendment will describe how the funding, along with subsequent allocations, will be distributed to address remaining unmet needs in Wenatchee.

Plan Objectives & Outcomes

The 2019 Annual Action Plan will support targeted objectives from the Consolidated Plan through the implementation of the following activities

Objective 1 - Preserving & Improving Neighborhoods:

2019 activities include improvements to the Wenatchee community center, the code enforcement program and to our public infrastructure such as sidewalks.

Objective 2 - Reducing homelessness:

2019 activities include aligning CDBG housing and community development projects with the Chelan-Douglas Homeless Plan and supporting services that lead to self-sufficiency for homeless individuals and individuals at-risk for homelessness.

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

2019 activities include literacy/ESL tutoring and training through the Wenatchee Literacy Council; the City's Code Enforcement Referral/Debris Removal Program; and a Boots-on-the-Ground youth educational camp through the Wenatchee Valley YMCA.

The objectives and outcomes for the 2019 CDBG program year will benefit the entire City of Wenatchee with a focus in the South-Central Wenatchee Core target area. This target area was identified in 2014 under direction from HUD and new census data. The modification helped to recognize areas that have a greater concentration of low-income residents, exhibit greater deterioration of properties and have a higher need for infrastructure improvements.

Evaluation of Past Performance

During the 2018 program year (April 1, 2017 – September 30, 2019), the following activities were completed:

Objective 1 - Preserving & improving neighborhoods:

- Code Enforcement: The City continued to provide an additional 0.25 FTE code enforcement officer to work in the South-Central Wenatchee Core identified as the target area for CDBG projects. The fall of 2014 was the kickoff for a voluntary compliance based code enforcement program and has continued to provide assistance to residents in violation of City Code the opportunity to comply on a voluntary basis.
- Sidewalk Project: With Phase I beginning in the 2014 CDBG program year and completing near the beginning of the 2016 program year, Phase II design and analysis began mid-year of the 2016 program. Like before, this design includes sidewalk (from Peachey St. to Ferry St.), lighting on both sides, public art hanging from light posts in the form of colorful metal banners known as “Papel Picado” as well as stamped concrete along the sidewalk. All three phases have been constructed with art installation complete. The entire project was completed in the 2018 program year.

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

- Literacy Council: The Wenatchee Literacy Council program provided literacy/English tutoring services primarily to low-moderate income individuals in Wenatchee. Each year the Literacy Council serves 227 students.
- Code Enforcement Referral & Debris Removal Program: The City established this new program in 3rd quarter 2013 to assist low-income residents in responding to code enforcement violation notices and has continued this service through the 2018 program year. Services include free dumpster rentals, free dump disposal vouchers (26), and referrals to volunteer community agencies that can assist with clean-up/repair chores. The revamping of processes for code enforcement provide guidance and assistance to low- and moderate-income persons for meeting and continuing to be in compliance with city code. In combination with the guidance and assistance, the code enforcement voluntary compliance program also supports code compliance.

Summary of Citizen Participation & Consultation Process

In 2012, the AIA public process and development of the 2013-2019 Consolidated Plan resulted in extensive public outreach for input. While developing the 2019 Annual Action Plan, careful consideration of past community feedback and professional recommendation was taken. The information referenced was provided by a broad spectrum of community stakeholders including local homeless service providers, social service agencies, business representative, government officials and private citizens. Recent planning efforts resulted in the finalized South Wenatchee Action Plan. Boundaries identified in this plan encompass all of the South-Central Wenatchee Core neighborhood and provided community values, goals and priorities for the future of the residents and businesses in the area. The 2015 update to the Homeless Plan provided a platform for the Wenatchee community to provide input on housing and services. Also, during 2016, a Wenatchee Housing Needs Assessment was conducted. In addition to applying previous community input and an open comment period for 30 days, two opportunities for comment were held in the form of public hearings; July 24, 2019 at the Planning Commission meeting and August 11, 2019 at the City Council meeting.

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

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

AMENDMENT I UPDATE

In addition to the notice published in the Wenatchee World on May 8, 2020 opening the comment period for no less than 5 days and notifying the community of the public hearing held at the Wenatchee City Council meeting on May 14, 2020, the following consultation provided valuable insight and direction for the Amendment and associated funding distribution:

- Economic check-ins with the Chelan Douglas Regional Port Authority and the North Central Washington Economic Development District (NCWEDD)
- Weekly “Food Security Sector” calls hosted by the Community Foundation of NCW
- Weekly “Senior Services Sector” calls hosted by the Community Foundation of NCW
- Weekly “Helping Hands” regional funding check-ins and coordination hosted by the Community Foundation of NCW
- Coordination with the North Central Accountable Community of Health staff and the associated Incident Command System needs and Community Support Fund applications

AMENDMENT II UPDATE

A public notice was published in the Wenatchee World on September 3, 2020 opening a minimum 30 day comment period notifying the community of the opportunity to provide comment at a public hearing during a regularly scheduled city council meeting on October 8, 2020. In addition to this notice, city staff connected with Community Center partners to discuss the reallocation of funding.

AMENDMENT III UPDATE

A public notice was published in the Wenatchee World on September 26, 2020 opening a minimum 5 day comment period notifying the community of the opportunity to provide comment at a public hearing during a regularly scheduled city council meeting on October 8, 2020. In addition to this notice, city staff connected with the Chelan Douglas Regional Port Authority and Chelan County representatives to discuss the reallocation of funding.

Summary of Public Comments

A public notice was published in the Wenatchee World on July 10, 2019 notifying the community of the 30-day comment period for the draft 2019 Annual Action Plan as well as the opportunity to attend a public hearing on either July 24, 2019 at the Planning Commission meeting or on August 11, 2019 at the City Council meeting. The Annual Action Plan was adopted at the City Council meeting on July 11, 2019 following the public hearing and pursuant to any additional comment received by August 12, 2019; no comments were received.

AMENDMENT I UPDATE:

On May 8, 2020, a public notice published in the Wenatchee World opening the comment period for the Wenatchee community to provide feedback on the proposed Amendment prior to the public hearing held on May 14, 2020 at the regularly scheduled City Council meeting. Due to the Washington State “Stay Home, Stay Healthy” order and in accordance with the HUD waiver authorized by CFR 91.600, the public hearing was held virtually with the option for the public to comment online during the live meeting. The online comment feature provided real-time feedback, response and documentation of comments including:

- The following text was from the live chat option available during the virtual public hearing. During the hearing, staff provided real-time response:
 - City Staff: *For the CDBG-CV funding Public Hearing later this evening, this chat is being monitored for real-time comments and council response. You are welcome to submit comments/questions at any time.*
 - Executive Director for the Chelan Douglas Community Action Council: *Did the City receive any of the state’s share of CARES Act funding. Limited information is out regarding the use of the state funding, but it looks like it can be spend on rental/mortgage payments. The difference being CDBG CARES Act funds cannot pay back rent or overdue mortgage payments – the state funds can. If state funds are available it would allow us, Chelan Douglas Community Action Council, to better serve residents with income assistance, particularly with past due rent/mortgage. Alan Walker, CDCAC. The CDBG CARES funds would allow CDCAC to meet upcoming community needs wish we would be grateful to receive. Thank you for the update.*

AMENDMENT II UPDATE:

On September 3, 2020, a public notice was published in the Wenatchee World opening the comment period for Wenatchee neighbors to provide feedback on the proposed Amendment II prior to the public hearing held on October 8, 2020 at the regularly scheduled City Council meeting. Due to the Washington State “Stay Home, Stay Healthy” order and in accordance with the HUD waiver authorized by CFR 91.600, the public hearing was held virtually with the option for the public to comment online during the live meeting. The online comment feature provided real-time feedback, response and documentation of comments including:
PUBLIC COMMENT WILL BE INSERTED HERE.

AMENDMENT III UPDATE:

On September 26, 2020, a public notice was published in the Wenatchee World opening the comment period for Wenatchee stakeholders to provide feedback on the proposed Amendment III prior to the public hearing held on October 8, 2020 at the regularly scheduled City Council meeting. Due to the Washington State “Stay Home, Stay Healthy” order and in accordance with the HUD waiver authorized by CFR 91.600, the public hearing was held virtually with the option for the public to comment online during the live meeting. The online comment feature provided real-time feedback, response and documentation of comments including:
PUBLIC COMMENT WILL BE INSERTED HERE.

Lead & Responsible Agencies

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

Annual Plan Public Contact Information

City of Wenatchee
Community & Economic Development Department
Brooklyn Holton, Grant Programs Coordinator
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Public Consultation

Introduction

The 2019 Annual Action Plan was developed with careful consideration of public comment that resulted from the AIA public process, development of the 2013-2019 Consolidated Plan, development of the South Wenatchee Action Plan, the updated Homeless Plan, two public hearings held on July 24, 2019 and August 11, 2019. The Amendment process included a public hearing held on May 14, 2020. For Amendment II, there was a public hearing held on October 8, 2020 with at least 30 days for comment submittal prior. For Amendment III, there was a public hearing held on October 8, 2020 with a minimum of 5 days for public comment submittal prior.

Feedback was received from a wide range of groups within the community as described below.

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

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

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

and new social services offered. Many organizations and individuals are represented each month supporting such a valuable meeting.

- **Serve Wenatchee Valley:** As a coordinator of social services, Serve Wenatchee Valley has been an asset to the community and local leaders by assisting with tangible needs, hosting community events, providing topic specific giveaways and organizing events to provide support for local leadership.
- **Wenatchee Downtown Association:** Supporters and enthusiasts for local small businesses, historic downtown, local culture and volunteers, the Wenatchee Downtown Association believes in the value of each individual's contribution. The mission to strengthen and enrich the downtown experience provides a unique vision into the community and valuable input into the planning ideas.
- **Healthy Living Wenatchee Valley Coalition:** Members of the health care, fitness, clinical, local government and community stakeholder groups work together to remove barriers, build networks, connect people to resources and provide education in order to ensure residents have ready access to systems that support high quality of living.
- **North Central Accountable Community of Health (NCACH) Chelan-Douglas Coalition for Health Improvement (CD-CHI):** local stakeholders who share a vision of connected, responsive, and pro-active regional health by engaging a wide variety of partners to build a healthier North Central Washington through Whole Person Care.
- **Pinnacles Prep:** a charter public school designed to meet unmet education needs in the Wenatchee Valley and devoted to intellectual inquiry and a collaborative spirit of learning. Committed to delivering a relevant and innovative educational experience in a rapidly changing world. They will be located at the Wenatchee Community Center.
- **Chelan Douglas Regional Port Authority:** as the principle economic development agency for Wenatchee MSA, the CDRPA works together to enhance the economic vitality of North Central Washinton.
- **Chelan County:** Chelan county provides services in conjunction with the City of Wenatchee for residents located within the area of Chelan County.

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

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

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

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

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

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

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

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

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

Other Local/Regional/State/Federal Planning Efforts

Recommendations from a number of local and regional plans were considered when developing the 2019 Annual Action Plan:

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

Participation

Summary of Citizen Participation Process & Its Impact on Goal Setting

In 2012, the AIA public process and development of the 2013-2019 Consolidated Plan resulted in extensive public outreach for input. While developing the 2019 Annual Action Plan, careful consideration of past community feedback and professional recommendation was taken. The information referenced was provided by a broad spectrum of community stakeholders including local homeless service providers, social service agencies, business representative, government officials and private citizens. In addition to applying previous community input, two opportunities for comment were held in the form of public hearings; July 24, 2019 at the Planning Commission meeting and August 11, 2019 at the City Council meeting.

For the Amendment, one public hearing was provided on May 14, 2020 at a regularly scheduled City Council meeting; this hearing was provided in a virtual format due to COVID-19 stay home restrictions. For Amendment II, one public hearing was provided on October 8, 2020 at a regularly scheduled City Council meeting; this hearing was provided in a virtual format due to COVID-19 social distancing requirements. For Amendment III, one public hearing was provided on October 8, 2020 at a regularly scheduled City Council meeting; this hearing was provided in a virtual format due to COVID-19 social distancing requirements.

The online comment feature provided real-time feedback, response and documentation of comments including:

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

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

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

1. Increased affordable housing
2. Improved access to housing for those facing housing barriers (i.e., passing background checks)
3. Increased supporting housing, particularly for residents with mental health and substance abuse disorders

4. Improving access to living-wage jobs through education/job training and recruiting/retention of employers offering living-wage jobs
5. Prevention of neighborhood blight
6. Raising community awareness and understanding of the root causes of local poverty and homelessness
7. Improving information sharing, system navigation and coordination of services
8. COVID-19 responses focused on income loss, economic supports and public service needs such as food and housing supports

Outreach Target	Outreach Method	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted & Reasons
Homeless Steering Committee	Quarterly Meetings	The City coordinates the Homeless Steering Committee which is comprised of local elected officials and community leaders. The role of the committee is to guide the development of the Chelan-Douglas Homeless Plan and to identify annual funding priorities for homeless services.	<p>As a result of the feedback received, the following needs were identified:</p> <ol style="list-style-type: none"> 1. Expanding services for the chronically homeless 2. Improving the responsiveness for all components of our homeless response system 3. Increasing the development of and access to affordable rental housing 4. Addressing homelessness & the risk of homelessness for children & youth 5. Improving coordination of services through a coordinated entry system known as the Community Housing Network 6. Strengthening our data collection and analysis systems 	

Outreach Target	Outreach Method	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted & Reasons
Homeless Task Force	Bi-Monthly Meetings	The City coordinates the Homeless Task Force which meets every other month. The Task Force is comprised of homeless service providers and other community stakeholders. Members were solicited for input during the development of the 2018 Annual Action Plan.	<p>Challenges identified included:</p> <ol style="list-style-type: none"> 1. Insufficient services supporting the chronically homeless 2. A need to evaluate the effectiveness of our homeless system components and to then realign funding to support best practices 3. Lack of affordable housing 4. Insufficient services supporting youth including unaccompanied youth under 18 5. Limited formal coordination of homeless services 6. Limited of inconsistent data collection & analysis capabilities 	
South Wenatchee residents, business owners, & community partners	Imagine South Wenatchee Visioning Project	In 2012, the city facilitated a comprehensive visioning process which included conducting a sustainable design assessment. The resulting Sustainable Design Assessment Report included key recommendations focused primarily on the predominately low-income South Wenatchee area. In addition, community input was solicited through focus groups and surveys of residents and business owners in South Wenatchee. The community feedback and recommendations from the	<ul style="list-style-type: none"> – Strong desire for inclusion & celebration of large Hispanic population in South Wenatchee. – Need for structural improvements to increase safety & well-being (especially sidewalks & lighting). – Need for increased commercial ventures such as local grocery stores. – Improved transportation to commercial & public service areas. 	Rare but occasional inappropriate expressions of disgruntlement with the increasing Hispanic population in Wenatchee. These comments are in direct conflict with the City's mission to welcome, value, & celebrate diversity.

Outreach Target	Outreach Method	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted & Reasons
		assessment report are incorporated into the 2013-2019 Consolidated Plan and carefully considered for the 2018 Annual Plan.	<ul style="list-style-type: none"> - Include public art into projects such as sidewalk and lighting construction 	
Interagency Networking Meetings	Monthly Meetings	Regular attendance at monthly Interagency Networking Meetings facilitated by the Wenatchee School District. 30 - 40 community service providers attend regularly. Member input was incorporated into the Annual Action Plan	<ul style="list-style-type: none"> - Community organizations are experiencing financial challenges due to the downturn in the economy which has resulted in funding & donation decreases. - Need for a clearinghouse of information on local community resources. - Need for community-wide coordinated services. 	
Non-targeted/broad community	Public Hearing	A public notice was published in the Wenatchee World on June 8, 2018 and again in El Mundous on June 14, 2018 notifying the community of the 30-day comment period for the draft 2018 Annual Action Plan as well as the opportunity to attend a public hearing on either June 8, 2018 at the Planning Commission meeting or on June 14, 2018 at the City Council meeting. The Annual Action Plan was adopted at the City Council	<ul style="list-style-type: none"> - Reviewing funding put towards the Code Enforcement and how it can be rerouted to connect with the Community Center 	

Outreach Target	Outreach Method	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted & Reasons
		meeting on June 14, 2018 after the public hearing.		
School District	Quarterly meetings and continuous involvement with Wenatchee Learns.	The quarterly meetings held with the school board include the members of the school board and City of Wenatchee representatives. Communication with Wenatchee Learns occurs on a regular basis with different members available at different times.	<ul style="list-style-type: none"> - Creating discussion opportunities for students K-12 with local leaders such as business owners or elected officials - Provide exposure to college and technical schools - Bridge the gap and connect today's youth with the baby boomer generation 	
Code Enforcement	Meetings with Northwest Justice and Catholic Family Chore Services	City code enforcement staff coordinates with these agencies to serve low to moderate income individuals as part of the code enforcement program.	<p>Catholic Family services provides valuable volunteer services and provided coordination procedures for code enforcement.</p> <ul style="list-style-type: none"> - Northwest Justice Project provides free legal services to qualifying low income individuals and households. They have requested that we enforce code enforcement laws on substandard housing. They have also requested the City establish a rental license. 	

Outreach Target	Outreach Method	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted & Reasons
Rental Association	Chelan Douglas Tenant Landlord Liaison	The City coordinates with the Rental Association to promote fair housing and quality affordable housing.	<ul style="list-style-type: none"> - The Rental Association provides information to their landlord membership that helps landlords comply with laws and provide quality housing. They appreciate the coordination with the City so that they understand the City's housing programs 	

Expected Resources

Introduction

In addition to CDBG funding, the City of Wenatchee receives state and local funding to support homeless Continuum of Care

activities. Anticipated funding for 2018 is outlined in the table below.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public - Federal	<ul style="list-style-type: none"> - Acquisition - Admin and Planning - Economic Development - Housing Public Improvements - Public Services 	238,184	33,902.96	83,250.27	355,337.23	355,337.23	These funds will be leveraged to obtain additional resources from other government entities (i.e. the Department of Transportation).
CDBG-CV	Public – Federal	<ul style="list-style-type: none"> - Economic Development - Emergency Income Support - Public Services 	\$139,593	\$0	\$0	\$139,593	\$139,593	These funds are from the Coronavirus Aid, Relief and Economic Security (CARES) Act and are to prevent, prepare for and respond to the coronavirus.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Consolidated Homeless Grant	Public - State	<ul style="list-style-type: none"> - Admin and Planning - Public Services - Other 	509,374	0	0	509,374	1,018,748	These funds are dedicated to rent assistance and emergency shelter/transitional housing operating costs to reduce homelessness in Chelan-Douglas counties.
Chelan Douglas County Homeless Funds	Public - Local	<ul style="list-style-type: none"> - Acquisition - Admin and Planning - Economic Development - Housing - Public Services - Other 	785,000	0	0	785,000	1,570,000	These funds are dedicated to reducing homelessness in Chelan & Douglas counties.
Chelan County Low-Income Housing Funds	Public - Local	<ul style="list-style-type: none"> - Housing - Other 	43,500	0	0	43,500	87,000	These funds are targeted to affordable low-income housing in Wenatchee and emergency shelter operations.

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

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

Annual Goals and Objectives

Goals Summary Information

The following table provides a summary of the major goals and funding allocation for the 2019 program year.

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Preserve and Improve Neighborhoods	2013	2019	Non-Housing Community Development	– South-Central Wenatchee Core	-Neighborhood Improvement -Sidewalks -Lighting	<ul style="list-style-type: none"> – CDBG: \$232,709.97 – Chelan-Douglas Counties Homeless Housing Funds: \$0 – City of Wenatchee Low-Income Housing Funds: \$0 – State Consolidated Homeless Grant: \$0 – Emergency Solutions Grant: \$0 	<ul style="list-style-type: none"> – Public Facility or Infrastructure Activities other than Low/Moderate Income – Housing Benefit: 4,000 individuals assisted

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Reduce Homelessness	2013	2019	Homeless	Chelan & Douglas Counties	Homelessness	<ul style="list-style-type: none"> - CDBG-CV: \$65,000 - Chelan-Douglas Counties Homeless Housing Funds: \$785,000 - City of Wenatchee Low-Income Housing Funds: \$43,500 - State Consolidated Homeless Grant: \$509,374 	<ul style="list-style-type: none"> - Emergency Income Response - Homeless Individuals Assisted - Overnight Shelter: 760 - Individuals Assisted - Homelessness Prevention: 667

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Support Public Services & Economic Development	2013	2019	<ul style="list-style-type: none"> - Homeless - Non-Homeless Special Needs - Non-Housing Community Development - Public Services 	<ul style="list-style-type: none"> - South-Central Wenatchee Core 	Public Services	<ul style="list-style-type: none"> - CDBG-CV: \$85,000 - CDBG: \$35,727.60 - Chelan-Douglas Counties Homeless Housing Funds: \$0 - City of Wenatchee Low-Income Housing Funds: \$0 - State Consolidated Homeless Grant: \$0 - Emergency Solutions Grant: \$0 	<ul style="list-style-type: none"> - Small Business Supports: 10 - Public service activities other than Low/Moderate Income - Housing Benefit: 450 Individuals Assisted

Detailed Goal Descriptions

1	Goal Name	Preserve and Improve Neighborhoods
	Goal Description	<p>The 2019 Annual Plan will promote the preservation and improvement of neighborhoods by:</p> <ul style="list-style-type: none"> • Investing in capital improvements and facility improvements to the community center • Supporting code enforcement to prevent substandard housing and neighborhood blight in targeted neighborhoods. • Improving ADA/Pedestrian infrastructure in low- and moderate-income areas
2	Goal Name	Reduce Homelessness
	Goal Description	<p>The 2019 Annual Plan addresses the goal of reducing homelessness by aligning CDBG housing and community development projects with the Chelan-Douglas Homeless Plan and by encouraging/facilitating supportive services that lead to self-sufficiency for homeless individuals and for individuals at-risk of homelessness.</p> <p>COVID-19 response funding is supporting households that have experienced income loss and are in need of Emergency Income Payments.</p>
3	Goal Name	Support Public Services & Economic Development
	Goal Description	<p>The 2019 Annual Plan aligns with the goal of supporting public services & economic development by:</p> <ul style="list-style-type: none"> – Continuing to support literacy & ESL training programs with an emphasis on program accessibility for low-income neighborhood residents. – Providing referrals and debris removal services to eligible low-income residents in targeted neighborhoods who need assistance responding to code enforcement violation notices. – COVID-19 response will be supporting public services related to assistance for businesses.

Projects

Introduction

The 2019 Annual Action Plan includes the projects listed below that align with the strategic goals of the City's Consolidated Plan.

	Project Name
1	Program Administration & Planning
2	Public Improvements: Community Center Facility Improvements
3	Public Improvements: Code Enforcement
4	Public Improvements: ADA/Pedestrian Infrastructure
5	Public Services: Literacy Program
6	Public Services: Code Enforcement Referral & Debris Removal Program
7	COVID-19 Prevention, Preparation and Response

Project Summary Information

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

1	Project Name	Program Administration & Planning
	Goals Supported	<ul style="list-style-type: none"> – Preserve and Improve Neighborhoods – Reduce Homelessness – Support Public Services
	Funding	CDBG: \$47,636.80
	Description	City staff will oversee implementation of projects including project management, fiscal administration, & reporting.
2	Project Name	Public Improvements: Community Center
	Target Area	South Central Wenatchee Neighborhood Core
	Goals Supported	Preserve and Improve Neighborhoods
	Needs Addressed	Neighborhood Improvement
	Funding	CDBG: \$82,709.97 2019 Award Allocation \$82,709.97
	Description	The Wenatchee Community Center is a location for uniting the community by embracing cultures, families and individuals through collaboration, assistance and support. Upgrades to the community center will allow for expanded use and service to the community such as a commercial kitchen, improved infrastructure for lighting and acoustics as well as plans for a makerspace or community learning center.
3	Project Name	Public Improvements: Code Enforcement
	Target Area	South-Central Wenatchee Core
	Goals Supported	Preserve and Improve Neighborhoods

	Needs Addressed	Neighborhood Improvement
	Funding	CDBG: \$36,700
	Description	Code Enforcement activities within the targeted low -income neighborhoods of South-Central Wenatchee Core
4	Project Name	Public Improvements : ADA/Pedestrian Infrastructure Improvements
	Target Area	South-Central Wenatchee Core low - and moderate-income areas
	Goals Supported	Preserve and Improve Neighborhoods
	Needs Addressed	Neighborhood Improvement – ADA infrastructure
	Funding	Up to \$150,000 2019 Award Allocation \$35,409.63 + 2018 reallocation of <ul style="list-style-type: none"> • \$437.14 from Code Enforcement referral and debris program • \$75,250.27 Chelan Ave sidewalk project • \$5,000 program income • \$33,902.26 from program income <i>There is also an open contract with RH2 with a remaining balance of \$133.01</i>
	Description	Address identified tripping hazards to improve ADA and pedestrian routes in low - and moderate-income areas.
5	Project Name	Public Services: Literacy Program
	Goals Supported	Support Public Services
	Needs Addressed	Economic Development
	Funding	CDBG: \$28,000
	Description	The City will continue to support the educational efforts of the Wenatchee Literacy Council which provides ESL and literacy training for low -income Wenatchee residents.
6	Project Name	Public Services: Code Enforcement Referral & Debris Removal Program
	Target Area	South Central Wenatchee Neighborhood Core
	Goals Supported	Preserve and Improve Neighborhoods Support Public Services
	Needs Addressed	Neighborhood Improvement Public Services
	Funding	CDBG: \$7,727.60
	Description	The City of Wenatchee's Code Enforcement staff will oversee the Code Enforcement Referral & Debris Removal program. The program assists low -income residents in targeted neighborhoods in responding to code enforcement violation notices. Services include free dumpster rentals, free dump disposal vouchers, and referrals to volunteer community agencies that can assist with clean-up/repair chores.
7	Project Name	COVID-19 Prevention, Preparation and Response
	Target Area	City of Wenatchee
	Goals Supported	Prevent Homelessness Public Services Support Economic Development

	Needs Addressed	Support households with emergency income payments Public Services: Food system support for low -income vulnerable populations Assistance for businesses
	Funding	\$139,593
	Description	Distribution of funds related to COVID-19 are intended to prevent, prepare for and respond to the coronavirus by supporting households that have lost income while costs of living remain, businesses that are in need of technical and financial support to maintain operation and employment and vulnerable low -income populations such as seniors that have seen a suspension of social service supports such as food provision.

Project Funding

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

AMENDMENT I UPDATE:

Adjustments to the original 2019 CDBG allocation will not be adjusted. Only CDBG-CV funding will be utilized for COVID-19 allocation at this time. Additional HUD approved waivers include suspension of the 15% public services cap for funding specific to COVID-19 prevention, preparation and response as well as the allowance of reimbursement for eligible costs already incurred; regardless of date for COVID-19 response. Current allocations of the \$139,593 include:

- Emergency Income Payments: \$65,000
- Assistance for Businesses: \$85,000

AMENDMENT II UPDATE:

Adjustments to the original 2019 CDBG allocations will be updated; no changes will occur to the CDBG-CV funding that was allocated in Amendment I. Adjustments will include:

- Community Center: up to (\$150,000)
- ADA/Pedestrian Infrastructure: Up to \$150,000

Pre Award Costs

Due to possible conflict between the submittal deadline for the Annual Action Plan and the award allocation being provided from the U.S. Department of Housing and Urban Development and the need to ensure program and project success continues in our community, City staff may incur costs to the 2019 CDBG Program.

Geographic Distribution

Geographic Areas to be Assisted

In 2019, the City's public improvement and code enforcement efforts will primarily target the South-Central Wenatchee Core. Public services will benefit low- to moderate-income residents in Wenatchee.

Rationale Allocating Investments Geographically

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

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

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

Affordable Housing

Introduction

There is an excessive housing cost burden on low-income residents, and the low rental vacancy rate provides a disincentive to rental property owners to accommodate low-income tenants. Additionally, many renters are over-housed, as there is a shortage of single unit rental properties. In 2019, the City will explore opportunities to attract and incentivize developers of affordable housing which align with our demographic needs.

Affordable Housing Goals

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

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

Public Housing

Introduction

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

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

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

Actions Planned to Address Public Housing Needs

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

Actions Planned to Encourage Public Housing Residents to Participate in Homeownership

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

Homeless and Other Special Needs Activities

Introduction

The City of Wenatchee administers the following homeless funds on behalf of Chelan and Douglas counties: The Consolidated Homeless Grant, Chelan-Douglas County Homeless Funds, and Chelan County Low-Income Housing Funds. These funds are anticipated to provide a total of \$1.34 million in funding in 2019. Consequently, the City will not designate specific CDBG funds to homeless projects. It has, however, aligned CDBG goals and activities with the goals, strategies, and activities of the Chelan-Douglas Homeless Plan, especially in regards to increasing access to education, economic opportunities, and affordable housing.

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

AMENDMENT UPDATE:

As a result of COVID-19 and the negative economic consequences, emergency income payments are a priority and will support Wenatchee households in affording current cost of living expenses. While this is not a direct housing program, the financial support to each household plays a significant role in the overall efforts related to keeping our community members housed.

One-Year Goals & Actions for Reducing Homelessness

The following goals and activities will be pursued in 2019 to reduce homelessness in the region:

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

performance outcomes.

- Promote communication and collaboration among local social service providers.
- Promote public awareness/education and seek out broad-based community input.
- Provide Emergency Income Payments to eligible households

Barriers to Affordable Housing

Introduction

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

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

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

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

Other Actions

Introduction

The 2019 Annual Action Plan includes a variety of other actions that will address HUD requirements & support the objectives outlined in the City's Consolidated Plan. These specific actions are described below.

Actions Planned to Address Obstacles to Meeting Underserved Needs

The City will continue to conduct public outreach to ensure that the broader community is aware of the needs and opportunities identified in the Consolidated Plan and Annual Action Plan. In addition, the City will actively work to engage potential employer and landlord partners in overcoming obstacles to employment and housing. In 2016, that City of Wenatchee completed a Limited English Proficiency (LEP) Plan and will continue these efforts by developing a Language Access Plan (LAP) for implementation guidance. The City will also continue to provide Section 3 information to local businesses and individuals as a result of the City of Wenatchee receiving over \$200,000 in CDBG funding for the 2019 program year.

Economic needs and assistance to Wenatchee businesses has become a priority and new partnerships with organizations such as the Chelan Douglas Regional Port District and the North Central Washington Economic Development District are able to provide insight and a system infrastructure to best serve the commerce sector.

Actions Planned to Foster and Maintain Affordable Housing

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

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

maintain affordable housing.

Actions Planned to Reduce Lead-Based Paint Hazards

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

Actions Planned to Reduce Number of Poverty-Level Families

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

The emergency income payments, business assistance and expanded public services to Wenatchee's vulnerable residents will support the fight against households living in poverty.

Actions Planned to Develop Institutional Structure

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

Partnerships with established organizations have proven a valuable piece of efficient and effective delivery of disaster response funds. A few organizations that have supported the process and will continue to provide guidance, feedback, reports and system coordination include:

- Community Foundation of North Central Washington
- Chelan Douglas Regional Port District
- North Central Economic Development District

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

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

In 2015, the City coordinated a major effort to improve coordination among social service agencies through the development of a Coordinated Entry system which was launched in October 2015. Coordinated Entry will significantly improve coordination between service agencies by establishing a common intake & assessment process that enables homeless providers to determine services that best meets the needs of the client. In addition, the system established a standardized referral process between service agencies in the area. In 2019, the City will continue to manage the coordinated entry system including system evaluation and program improvements.

Program Specific Requirements

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

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

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

Other CDBG Requirements

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

CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

FROM: Brooklyn Holton, Housing & Community Planner
Community Development

MEETING DATE: October 8, 2020

I. SUBJECT

Amendment IIII for the 2019 Community Development Block Grant (CDBG) Annual Action Plan (AAP) allowing pre-award costs to be incurred for the 2020 program year including:

- Code Enforcement \$36,700
- Public Services up to \$34,594
- Administration and Planning up to \$47,459

II. ACTION REQUESTED

1. Conduct a public hearing
2. City Council approve Amendment IIII to the 2019 CDBG Annual Action Plan and authorize the Mayor to sign applicable applications, certifications, assurances and agreements.

III. OVERVIEW

On August 5, 2019, City Council approved the 2019 Annual Action Plan which included project selection and funding allocations. On March 13, 2020, the COVID_19 pandemic was declared a national emergency and therefore a declaration of major disaster was established for many programs including CDBG.

CDBG-CV funding is a specific entitlement allocation and therefore must go through the process of acceptance for a new award. In order to support efficient distribution and effective use of funding, HUD issued the following waivers:

- a. **A reduced public comment timeline from 30 days to no less than 5 days**
- b. Suspension of the 15% public services cap
- c. Allowance of reimbursement(s) for eligible cost regardless of date
- d. **2020 Plan submittal deadlines from August 16, 2020 to August 16, 2021**

The budget would be adjusted as follows:

PROJECT NAME	PRE AWARD COST BUDGET
Program Admin & Planning	\$47,459
Public Improvements: Code Enforcement	\$36,700
Public Services	\$34,594

IV. FISCAL IMPACT

Both the Program Admin and Code Enforcement would offset costs of staff salary that would otherwise not be expensed prior to the 2020 Con Plan and 2020 AAP being adopted.

V. PROPOSED PROJECT SCHEDULE

October 8, 2020 (today) – Hold a public hearing & approve Amendment II

October 9 – Begin expenses funded by the 2020 CDBG Annual Action Plan

VI. REFERENCE(S)

1. 2019 Annual Action Plan Amendment IIII

VII. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk

Laura Merrill, Executive Services Director

Brad Posenjak, Finance Director



City of Wenatchee

Community Development Block Grant (CDBG)

2019 Annual Action Plan

AMENDMENT III

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

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

Draft Amendment III ~ October 2020

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Executive Summary

Introduction

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

During the 2019 program year, on March 13, 2020, the COVID-19 pandemic was declared a national emergency and therefore a major disaster declaration for programs including CDBG. The Coronavirus Aid, Relief and Economic Security (CARES) Act subsequently made available supplemental funding (CDBG-CV) to prevent, prepare for and respond to the coronavirus. Amendment I of the 2019 AAP is in response to the City of Wenatchee's acceptance of CDBG-CV funding and plan for distribution of all funding provided by the U.S. Department of Housing and Urban Development under the CARES Act.

Assessment of the City of Wenatchee has demonstrated disproportionate needs related to housing, income loss, economic development and public services. COVID-19 continues to cause unprecedented damage to the economic stability of businesses and households.

HUD allocated \$139,593 in CDBG-CV funding to the City of Wenatchee to support efforts that will prevent, prepare for and respond to the coronavirus. This funding is designed to address needs that remain after all other assistance has been exhausted, including federal assistance as well as private insurance. This Amendment will describe how the funding, along with subsequent allocations, will be distributed to address remaining unmet needs in Wenatchee.

Plan Objectives & Outcomes

The 2019 Annual Action Plan will support targeted objectives from the Consolidated Plan through the implementation of the following activities

Objective 1 - Preserving & Improving Neighborhoods:

2019 activities include improvements to the Wenatchee community center, the code enforcement program and to our public infrastructure such as sidewalks.

Objective 2 - Reducing homelessness:

2019 activities include aligning CDBG housing and community development projects with the Chelan-Douglas Homeless Plan and supporting services that lead to self-sufficiency for homeless individuals and individuals at-risk for homelessness.

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

2019 activities include literacy/ESL tutoring and training through the Wenatchee Literacy Council; the City's Code Enforcement Referral/Debris Removal Program; and a Boots-on-the-Ground youth educational camp through the Wenatchee Valley YMCA.

The objectives and outcomes for the 2019 CDBG program year will benefit the entire City of Wenatchee with a focus in the South-Central Wenatchee Core target area. This target area was identified in 2014 under direction from HUD and new census data. The modification helped to recognize areas that have a greater concentration of low-income residents, exhibit greater deterioration of properties and have a higher need for infrastructure improvements.

Evaluation of Past Performance

During the 2018 program year (April 1, 2017 – September 30, 2019), the following activities were completed:

Objective 1 - Preserving & improving neighborhoods:

- Code Enforcement: The City continued to provide an additional 0.25 FTE code enforcement officer to work in the South-Central Wenatchee Core identified as the target area for CDBG projects. The fall of 2014 was the kickoff for a voluntary compliance based code enforcement program and has continued to provide assistance to residents in violation of City Code the opportunity to comply on a voluntary basis.
- Sidewalk Project: With Phase I beginning in the 2014 CDBG program year and completing near the beginning of the 2016 program year, Phase II design and analysis began mid-year of the 2016 program. Like before, this design includes sidewalk (from Peachey St. to Ferry St.), lighting on both sides, public art hanging from light posts in the form of colorful metal banners known as “Papel Picado” as well as stamped concrete along the sidewalk. All three phases have been constructed with art installation complete. The entire project was completed in the 2018 program year.

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

- Literacy Council: The Wenatchee Literacy Council program provided literacy/English tutoring services primarily to low-moderate income individuals in Wenatchee. Each year the Literacy Council serves 227 students.
- Code Enforcement Referral & Debris Removal Program: The City established this new program in 3rd quarter 2013 to assist low-income residents in responding to code enforcement violation notices and has continued this service through the 2018 program year. Services include free dumpster rentals, free dump disposal vouchers (26), and referrals to volunteer community agencies that can assist with clean-up/repair chores. The revamping of processes for code enforcement provide guidance and assistance to low- and moderate-income persons for meeting and continuing to be in compliance with city code. In combination with the guidance and assistance, the code enforcement voluntary compliance program also supports code compliance.

Summary of Citizen Participation & Consultation Process

In 2012, the AIA public process and development of the 2013-2019 Consolidated Plan resulted in extensive public outreach for input. While developing the 2019 Annual Action Plan, careful consideration of past community feedback and professional recommendation was taken. The information referenced was provided by a broad spectrum of community stakeholders including local homeless service providers, social service agencies, business representative, government officials and private citizens. Recent planning efforts resulted in the finalized South Wenatchee Action Plan. Boundaries identified in this plan encompass all of the South-Central Wenatchee Core neighborhood and provided community values, goals and priorities for the future of the residents and businesses in the area. The 2015 update to the Homeless Plan provided a platform for the Wenatchee community to provide input on housing and services. Also, during 2016, a Wenatchee Housing Needs Assessment was conducted. In addition to applying previous community input and an open comment period for 30 days, two opportunities for comment were held in the form of public hearings; July 24, 2019 at the Planning Commission meeting and August 11, 2019 at the City Council meeting.

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

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

AMENDMENT I UPDATE

In addition to the notice published in the Wenatchee World on May 8, 2020 opening the comment period for no less than 5 days and notifying the community of the public hearing held at the Wenatchee City Council meeting on May 14, 2020, the following consultation provided valuable insight and direction for the Amendment and associated funding distribution:

- Economic check-ins with the Chelan Douglas Regional Port Authority and the North Central Washington Economic Development District (NCWEDD)
- Weekly “Food Security Sector” calls hosted by the Community Foundation of NCW
- Weekly “Senior Services Sector” calls hosted by the Community Foundation of NCW
- Weekly “Helping Hands” regional funding check-ins and coordination hosted by the Community Foundation of NCW
- Coordination with the North Central Accountable Community of Health staff and the associated Incident Command System needs and Community Support Fund applications

AMENDMENT II UPDATE

A public notice was published in the Wenatchee World on September 3, 2020 opening a minimum 30 day comment period notifying the community of the opportunity to provide comment at a public hearing during a regularly scheduled city council meeting on October 8, 2020. In addition to this notice, city staff connected with Community Center partners to discuss the reallocation of funding.

AMENDMENT III UPDATE

A public notice was published in the Wenatchee World on September 26, 2020 opening a minimum 5 day comment period notifying the community of the opportunity to provide comment at a public hearing during a regularly scheduled city council meeting on October 8, 2020. In addition to this notice, city staff connected with the Chelan Douglas Regional Port Authority and Chelan County representatives to discuss the reallocation of funding.

AMENDMENT IIII UPDATE

A public notice was published in the Wenatchee World on October 3, 2020 opening a minimum 5 day comment period notifying the community of the opportunity to provide comment at a public hearing during a regularly scheduled city council meeting on October 8, 2020.

Summary of Public Comments

A public notice was published in the Wenatchee World on July 10, 2019 notifying the community of the 30-day comment period for the draft 2019 Annual Action Plan as well as the opportunity to attend a public hearing on either July 24, 2019 at the Planning Commission meeting or on August 11, 2019 at the City Council meeting. The Annual Action Plan was adopted at the City Council meeting on July 11, 2019 following the public hearing and pursuant to any additional comment received by August 12, 2019; no comments were received.

AMENDMENT I UPDATE:

On May 8, 2020, a public notice published in the Wenatchee World opening the comment period for the Wenatchee community to provide feedback on the proposed Amendment prior to the public hearing held on May 14, 2020 at the regularly scheduled City Council meeting. Due to the Washington State “Stay Home, Stay Healthy” order and in accordance with the HUD waiver authorized by CFR 91.600, the public hearing was held virtually with the option for the public to comment online during the live meeting. The online comment feature provided real-time feedback, response and documentation of comments including:

- The following text was from the live chat option available during the virtual public hearing. During the hearing, staff provided real-time response:
 - City Staff: *For the CDBG-CV funding Public Hearing later this evening, this chat is being monitored for real-time comments and council response. You are welcome to submit comments/questions at any time.*
 - Executive Director for the Chelan Douglas Community Action Council: *Did the City receive any of the state’s share of CARES Act funding. Limited information is out regarding the use of the state funding, but it looks like it can be spend on rental/mortgage payments. The difference being CDBG CARES Act funds cannot pay back rent or overdue mortgage payments – the state funds can*

*If state funds are available it would allow us, Chelan Douglas Community Action Council, to better serve residents with income assistance, particularly with past due rent/mortgage. Alan Walker, CDCAC
The CDBG CARES funds would allow CDCAC to meet upcoming community needs wish we would be grateful to receive
Thank you for the update.*

AMENDMENT II UPDATE:

On September 3, 2020, a public notice was published in the Wenatchee World opening the comment period for Wenatchee neighbors to provide feedback on the proposed Amendment II prior to the public hearing held on October 8, 2020 at the regularly scheduled City Council meeting. Due to the Washington State “Stay Home, Stay Healthy” order and in accordance with the HUD waiver authorized by CFR 91.600, the public hearing was held virtually with the option for the public to comment online during the live meeting. The online comment feature provided real-time feedback, response and documentation of comments including:

PUBLIC COMMENT WILL BE INSERTED HERE.

AMENDMENT III UPDATE:

On September 26, 2020, a public notice was published in the Wenatchee World opening the comment period for Wenatchee stakeholders to provide feedback on the proposed Amendment III prior to the public hearing held on October 8, 2020 at the regularly scheduled City Council meeting. Due to the Washington State “Stay Home, Stay Healthy” order and in accordance with the HUD waiver authorized by CFR 91.600, the public hearing was held virtually with the option for the public to comment online during the live meeting. The online comment feature provided real-time feedback, response and documentation of comments including:

PUBLIC COMMENT WILL BE INSERTED HERE.

AMENDMENT IIII UPDATE:

On October 3, 2020, a public notice was published in the Wenatchee World opening the comment period for Wenatchee stakeholders to provide feedback on the proposed Amendment III prior to the public hearing held on October 8, 2020 at the regularly scheduled City Council meeting. Due to the Washington State “Stay Home, Stay Healthy” order and in accordance with the HUD waiver authorized by CFR 91.600, the public hearing was held virtually with the option for the public to comment online during the live meeting. The online comment feature provided real-time feedback, response and documentation of comments including:

PUBLIC COMMENT WILL BE INSERTED HERE.

Lead & Responsible Agencies

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

Annual Plan Public Contact Information

City of Wenatchee

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

Public Consultation

Introduction

The 2019 Annual Action Plan was developed with careful consideration of public comment that resulted from the AIA public process, development of the 2013-2019 Consolidated Plan, development of the South Wenatchee Action Plan, the updated Homeless Plan, two public hearings held on July 24, 2019 and August 11, 2019. The Amendment process included a public hearing held on May 14, 2020. For Amendment II, there was a public hearing held on October 8, 2020 with at least 30 days for comment submittal prior. For Amendment III, there was a public hearing held on October 8, 2020 with a minimum of 5 days for public comment submittal prior. For Amendment IIII, there was a public hearing held on October 8, 2020 with a minimum of 5 days for public comment submittal prior.

Feedback was received from a wide range of groups within the community as described below.

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

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

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

- Interagency Meeting: Monthly meetings are held to provide an opportunity to the social service providers and the community to connect and become educated about on-going and new social services offered. Many organizations and individuals are represented each month supporting such a valuable meeting.
- Serve Wenatchee Valley: As a coordinator of social services, Serve Wenatchee Valley has been an asset to the community and local leaders by assisting with tangible needs, hosting community events, providing topic specific giveaways and organizing events to provide support for local leadership.
- Wenatchee Downtown Association: Supporters and enthusiasts for local small businesses, historic downtown, local culture and volunteers, the Wenatchee Downtown Association believes in the value of each individual's contribution. The mission to strengthen and enrich the downtown experience provides a unique vision into the community and valuable input into the planning ideas.
- Healthy Living Wenatchee Valley Coalition: Members of the health care, fitness, clinical, local government and community stakeholder groups work together to remove barriers, build networks, connect people to resources and provide education in order to ensure residents have ready access to systems that support high quality of living.
- North Central Accountable Community of Health (NCACH) Chelan-Douglas Coalition for Health Improvement (CD-CHI): local stakeholders who share a vision of connected, responsive, and pro-active regional health by engaging a wide variety of partners to build a healthier North Central Washington through Whole Person Care.
- Pinnacles Prep: a charter public school designed to meet unmet education needs in the Wenatchee Valley and devoted to intellectual inquiry and a collaborative spirit of learning. Committed to delivering a relevant and innovative educational experience in a rapidly changing world. They will be located at the Wenatchee Community Center.
- Chelan Douglas Regional Port Authority: as the principle economic development agency for Wenatchee MSA, the CDRPA works together to enhance the economic vitality of North Central Washinton.
- Chelan County: Chelan county provides services in conjunction with the City of Wenatchee for residents located within the area of Chelan County.

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

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

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

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

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

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

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

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

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

Other Local/Regional/State/Federal Planning Efforts

Recommendations from a number of local and regional plans were considered when developing the 2019 Annual Action Plan:

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

Participation

Summary of Citizen Participation Process & Its Impact on Goal Setting

In 2012, the AIA public process and development of the 2013-2019 Consolidated Plan resulted in extensive public outreach for input. While developing the 2019 Annual Action Plan, careful consideration of past community feedback and professional recommendation was taken. The information referenced was provided by a broad spectrum of community stakeholders including local homeless service providers, social service agencies, business representative, government officials and private citizens. In addition to applying previous community input, two opportunities for comment were held in the form of public hearings; July 24, 2019 at the Planning Commission meeting and August 11, 2019 at the City Council meeting.

For the Amendment, one public hearing was provided on May 14, 2020 at a regularly scheduled City Council meeting; this hearing was provided in a virtual format due to COVID-19 stay home restrictions. For Amendment II, one public hearing was provided on October 8, 2020 at a regularly scheduled City Council meeting; this hearing was provided in a virtual format due to COVID-19 social distancing requirements. For Amendment III, one public hearing was provided on October 8, 2020 at a regularly scheduled City Council meeting; this hearing was provided in a virtual format due to COVID-19 social distancing requirements. For Amendment IIII, one public hearing was provided on October 8, 2020 at a regularly scheduled City Council meeting; this hearing was provided in a virtual format due to COVID-19 social distancing requirements.

The online comment feature provided real-time feedback, response and documentation of comments including:

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

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

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

1. Increased affordable housing

2. Improved access to housing for those facing housing barriers (i.e., passing background checks)
3. Increased supporting housing, particularly for residents with mental health and substance abuse disorders
4. Improving access to living-wage jobs through education/job training and recruiting/retention of employers offering living-wage jobs
5. Prevention of neighborhood blight
6. Raising community awareness and understanding of the root causes of local poverty and homelessness
7. Improving information sharing, system navigation and coordination of services
8. COVID-19 responses focused on income loss, economic supports and public service needs such as food and housing supports

Outreach Target	Outreach Method	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted & Reasons
Homeless Steering Committee	Quarterly Meetings	The City coordinates the Homeless Steering Committee which is comprised of local elected officials and community leaders. The role of the committee is to guide the development of the Chelan-Douglas Homeless Plan and to identify annual funding priorities for homeless services.	<p>As a result of the feedback received, the following needs were identified:</p> <ol style="list-style-type: none"> 1. Expanding services for the chronically homeless 2. Improving the responsiveness for all components of our homeless response system 3. Increasing the development of and access to affordable rental housing 4. Addressing homelessness & the risk of homelessness for children & youth 5. Improving coordination of services through a coordinated entry system known as the Community Housing Network 6. Strengthening our data collection and analysis systems 	

Outreach Target	Outreach Method	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted & Reasons
Homeless Task Force	Bi-Monthly Meetings	The City coordinates the Homeless Task Force which meets every other month. The Task Force is comprised of homeless service providers and other community stakeholders. Members were solicited for input during the development of the 2018 Annual Action Plan.	<p>Challenges identified included:</p> <ol style="list-style-type: none"> 1. Insufficient services supporting the chronically homeless 2. A need to evaluate the effectiveness of our homeless system components and to then realign funding to support best practices 3. Lack of affordable housing 4. Insufficient services supporting youth including unaccompanied youth under 18 5. Limited formal coordination of homeless services 6. Limited of inconsistent data collection & analysis capabilities 	
South Wenatchee residents, business owners, & community partners	Imagine South Wenatchee Visioning Project	In 2012, the city facilitated a comprehensive visioning process which included conducting a sustainable design assessment. The resulting Sustainable Design Assessment Report included key recommendations focused primarily on the predominately low-income South Wenatchee area. In addition, community input was solicited through focus groups and surveys of residents and business owners in South Wenatchee. The community feedback and recommendations from the	<ul style="list-style-type: none"> – Strong desire for inclusion & celebration of large Hispanic population in South Wenatchee. – Need for structural improvements to increase safety & well-being (especially sidewalks & lighting). – Need for increased commercial ventures such as local grocery stores. – Improved transportation to commercial & public service areas. 	Rare but occasional inappropriate expressions of disgruntlement with the increasing Hispanic population in Wenatchee. These comments are in direct conflict with the City's mission to welcome, value, & celebrate diversity.

Outreach Target	Outreach Method	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted & Reasons
		assessment report are incorporated into the 2013-2019 Consolidated Plan and carefully considered for the 2018 Annual Plan.	<ul style="list-style-type: none"> - Include public art into projects such as sidewalk and lighting construction 	
Interagency Networking Meetings	Monthly Meetings	Regular attendance at monthly Interagency Networking Meetings facilitated by the Wenatchee School District. 30 - 40 community service providers attend regularly. Member input was incorporated into the Annual Action Plan	<ul style="list-style-type: none"> - Community organizations are experiencing financial challenges due to the downturn in the economy which has resulted in funding & donation decreases. - Need for a clearinghouse of information on local community resources. - Need for community-wide coordinated services. 	
Non-targeted/broad community	Public Hearing	A public notice was published in the Wenatchee World on June 8, 2018 and again in El Mundous on June 14, 2018 notifying the community of the 30-day comment period for the draft 2018 Annual Action Plan as well as the opportunity to attend a public hearing on either June 8, 2018 at the Planning Commission meeting or on June 14, 2018 at the City Council meeting. The Annual Action Plan was adopted at the City Council	<ul style="list-style-type: none"> - Reviewing funding put towards the Code Enforcement and how it can be rerouted to connect with the Community Center 	

Outreach Target	Outreach Method	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted & Reasons
		meeting on June 14, 2018 after the public hearing.		
School District	Quarterly meetings and continuous involvement with Wenatchee Learns.	The quarterly meetings held with the school board include the members of the school board and City of Wenatchee representatives. Communication with Wenatchee Learns occurs on a regular basis with different members available at different times.	<ul style="list-style-type: none"> - Creating discussion opportunities for students K-12 with local leaders such as business owners or elected officials - Provide exposure to college and technical schools - Bridge the gap and connect today's youth with the baby boomer generation 	
Code Enforcement	Meetings with Northwest Justice and Catholic Family Chore Services	City code enforcement staff coordinates with these agencies to serve low to moderate income individuals as part of the code enforcement program.	<p>Catholic Family services provides valuable volunteer services and provided coordination procedures for code enforcement.</p> <ul style="list-style-type: none"> - Northwest Justice Project provides free legal services to qualifying low income individuals and households. They have requested that we enforce code enforcement laws on substandard housing. They have also requested the City establish a rental license. 	

Outreach Target	Outreach Method	Summary of Response/Attendance	Summary of Comments Received	Summary of Comments Not Accepted & Reasons
Rental Association	Chelan Douglas Tenant Landlord Liaison	The City coordinates with the Rental Association to promote fair housing and quality affordable housing.	<ul style="list-style-type: none"> - The Rental Association provides information to their landlord membership that helps landlords comply with laws and provide quality housing. They appreciate the coordination with the City so that they understand the City's housing programs 	

Expected Resources

Introduction

In addition to CDBG funding, the City of Wenatchee receives state and local funding to support homeless Continuum of Care

activities. Anticipated funding for 2018 is outlined in the table below.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public - Federal	<ul style="list-style-type: none"> - Acquisition - Admin and Planning - Economic Development - Housing Public Improvements - Public Services 	238,184	33,902.96	83,250.27	355,337.23	355,337.23	These funds will be leveraged to obtain additional resources from other government entities (i.e. the Department of Transportation).
CDBG-CV	Public – Federal	<ul style="list-style-type: none"> - Economic Development - Emergency Income Support - Public Services 	\$139,593	\$0	\$0	\$139,593	\$139,593	These funds are from the Coronavirus Aid, Relief and Economic Security (CARES) Act and are to prevent, prepare for and respond to the coronavirus.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Consolidated Homeless Grant	Public - State	<ul style="list-style-type: none"> - Admin and Planning - Public Services - Other 	509,374	0	0	509,374	1,018,748	These funds are dedicated to rent assistance and emergency shelter/transitional housing operating costs to reduce homelessness in Chelan-Douglas counties.
Chelan Douglas County Homeless Funds	Public - Local	<ul style="list-style-type: none"> - Acquisition - Admin and Planning - Economic Development - Housing - Public Services - Other 	785,000	0	0	785,000	1,570,000	These funds are dedicated to reducing homelessness in Chelan & Douglas counties.
Chelan County Low-Income Housing Funds	Public - Local	<ul style="list-style-type: none"> - Housing - Other 	43,500	0	0	43,500	87,000	These funds are targeted to affordable low-income housing in Wenatchee and emergency shelter operations.

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

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

Annual Goals and Objectives

Goals Summary Information

The following table provides a summary of the major goals and funding allocation for the 2019 program year.

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Preserve and Improve Neighborhoods	2013	2019	Non-Housing Community Development	– South-Central Wenatchee Core	-Neighborhood Improvement -Sidewalks -Lighting	<ul style="list-style-type: none"> – CDBG: \$232,709.97 – Chelan-Douglas Counties Homeless Housing Funds: \$0 – City of Wenatchee Low-Income Housing Funds: \$0 – State Consolidated Homeless Grant: \$0 – Emergency Solutions Grant: \$0 	<ul style="list-style-type: none"> – Public Facility or Infrastructure Activities other than Low/Moderate Income – Housing Benefit: 4,000 individuals assisted

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Reduce Homelessness	2013	2019	Homeless	Chelan & Douglas Counties	Homelessness	<ul style="list-style-type: none"> - CDBG-CV: \$65,000 - Chelan-Douglas Counties Homeless Housing Funds: \$785,000 - City of Wenatchee Low-Income Housing Funds: \$43,500 - State Consolidated Homeless Grant: \$509,374 	<ul style="list-style-type: none"> - Emergency Income Response - Homeless Individuals Assisted - Overnight Shelter: 760 - Individuals Assisted - Homelessness Prevention: 667

	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Support Public Services & Economic Development	2013	2019	<ul style="list-style-type: none"> - Homeless - Non-Homeless Special Needs - Non-Housing Community Development - Public Services 	<ul style="list-style-type: none"> - South-Central Wenatchee Core 	Public Services	<ul style="list-style-type: none"> - CDBG-CV: \$85,000 - CDBG: \$35,727.60 - Chelan-Douglas Counties Homeless Housing Funds: \$0 - City of Wenatchee Low-Income Housing Funds: \$0 - State Consolidated Homeless Grant: \$0 - Emergency Solutions Grant: \$0 	<ul style="list-style-type: none"> - Small Business Supports: 10 - Public service activities other than Low/Moderate Income - Housing Benefit: 450 Individuals Assisted

Detailed Goal Descriptions

1	Goal Name	Preserve and Improve Neighborhoods
	Goal Description	<p>The 2019 Annual Plan will promote the preservation and improvement of neighborhoods by:</p> <ul style="list-style-type: none"> • Investing in capital improvements and facility improvements to the community center • Supporting code enforcement to prevent substandard housing and neighborhood blight in targeted neighborhoods. • Improving ADA/Pedestrian infrastructure in low- and moderate-income areas
2	Goal Name	Reduce Homelessness
	Goal Description	<p>The 2019 Annual Plan addresses the goal of reducing homelessness by aligning CDBG housing and community development projects with the Chelan-Douglas Homeless Plan and by encouraging/facilitating supportive services that lead to self-sufficiency for homeless individuals and for individuals at-risk of homelessness.</p> <p>COVID-19 response funding is supporting households that have experienced income loss and are in need of Emergency Income Payments.</p>
3	Goal Name	Support Public Services & Economic Development
	Goal Description	<p>The 2019 Annual Plan aligns with the goal of supporting public services & economic development by:</p> <ul style="list-style-type: none"> – Continuing to support literacy & ESL training programs with an emphasis on program accessibility for low-income neighborhood residents. – Providing referrals and debris removal services to eligible low-income residents in targeted neighborhoods who need assistance responding to code enforcement violation notices. – COVID-19 response will be supporting public services related to assistance for businesses.

Projects

Introduction

The 2019 Annual Action Plan includes the projects listed below that align with the strategic goals of the City's Consolidated Plan.

	Project Name
1	Program Administration & Planning
2	Public Improvements: Community Center Facility Improvements
3	Public Improvements: Code Enforcement
4	Public Improvements: ADA/Pedestrian Infrastructure
5	Public Services: Literacy Program
6	Public Services: Code Enforcement Referral & Debris Removal Program
7	COVID-19 Prevention, Preparation and Response

Project Summary Information

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

1	Project Name	Program Administration & Planning
	Goals Supported	<ul style="list-style-type: none"> – Preserve and Improve Neighborhoods – Reduce Homelessness – Support Public Services
	Funding	CDBG: \$95,095.80 <ul style="list-style-type: none"> • \$47,636.80 for 2019 program • 47,459 for 2020 pre award costs
	Description	City staff will oversee implementation of projects including project management, fiscal administration, & reporting.
2	Project Name	Public Improvements: Community Center
	Target Area	South Central Wenatchee Neighborhood Core
	Goals Supported	Preserve and Improve Neighborhoods
	Needs Addressed	Neighborhood Improvement
	Funding	CDBG: \$82,709.97 2019 Award Allocation \$82,709.97
	Description	The Wenatchee Community Center is a location for uniting the community by embracing cultures, families and individuals through collaboration, assistance and support. Upgrades to the community center will allow for expanded use and service to the community such as a commercial kitchen, improved infrastructure for lighting and acoustics as well as plans for a makerspace or community learning center.
	Project Name	Public Improvements: Code Enforcement

3	Target Area	South-Central Wenatchee Core
	Goals Supported	Preserve and Improve Neighborhoods
	Needs Addressed	Neighborhood Improvement
	Funding	<p>CDBG: \$73,400</p> <ul style="list-style-type: none"> • \$36,700 from 2019 program year • \$36,700 from 2020 pre award costs
	Description	Code Enforcement activities within the targeted low-income neighborhoods of South-Central Wenatchee Core
4	Project Name	Public Improvements : ADA/Pedestrian Infrastructure Improvements
	Target Area	South-Central Wenatchee Core low- and moderate-income areas
	Goals Supported	Preserve and Improve Neighborhoods
	Needs Addressed	Neighborhood Improvement – ADA infrastructure
	Funding	<p>Up to \$150,000</p> <p>2019 Award Allocation \$35,409.63 + 2018 reallocation of</p> <ul style="list-style-type: none"> • \$437.14 from Code Enforcement referral and debris program • \$75,250.27 Chelan Ave sidewalk project • \$5,000 program income • \$33,902.26 from program income <p><i>There is also an open contract with RH2 with a remaining balance of \$133.01</i></p>
Description	Address identified tripping hazards to improve ADA and pedestrian routes in low- and moderate-income areas.	
5	Project Name	Public Services: Literacy Program
	Goals Supported	Support Public Services
	Needs Addressed	Economic Development
	Funding	<p>CDBG: UP TO \$58,000</p> <ul style="list-style-type: none"> • \$28,000 from 2019 program year • UP TO \$30,000 from 2020 pre award costs
	Description	The City will continue to support the educational efforts of the Wenatchee Literacy Council which provides ESL and literacy training for low-income Wenatchee residents.
6	Project Name	Public Services: Code Enforcement Referral & Debris Removal Program
	Target Area	South Central Wenatchee Neighborhood Core
	Goals Supported	Preserve and Improve Neighborhoods Support Public Services
	Needs Addressed	Neighborhood Improvement Public Services
	Funding	<p>CDBG:</p> <ul style="list-style-type: none"> • \$7,727.60 from 2019 program year • UP TO \$6,594 from 2020 pre award costs

	Description	The City of Wenatchee's Code Enforcement staff will oversee the Code Enforcement Referral & Debris Removal program. The program assists low-income residents in targeted neighborhoods in responding to code enforcement violation notices. Services include free dumpster rentals, free dump disposal vouchers, and referrals to volunteer community agencies that can assist with clean-up/repair chores.
7	Project Name	COVID-19 Prevention, Preparation and Response
	Target Area	City of Wenatchee
	Goals Supported	Prevent Homelessness Public Services Support Economic Development
	Needs Addressed	Support households with emergency income payments Public Services: Food system support for low-income vulnerable populations Assistance for businesses
	Funding	\$139,593
	Description	Distribution of funds related to COVID-19 are intended to prevent, prepare for and respond to the coronavirus by supporting households that have lost income while costs of living remain, businesses that are in need of technical and financial support to maintain operation and employment and vulnerable low-income populations such as seniors that have seen a suspension of social service supports such as food provision.

Project Funding

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

AMENDMENT I UPDATE:

Adjustments to the original 2019 CDBG allocation will not be adjusted. Only CDBG-CV funding will be utilized for COVID-19 allocation at this time. Additional HUD approved waivers include suspension of the 15% public services cap for funding specific to COVID-19 prevention, preparation and response as well as the allowance of reimbursement for eligible costs already incurred; regardless of date for COVID-19 response. Current allocations of the \$139,593 include:

- Emergency Income Payments: \$65,000
- Assistance for Businesses: \$85,000

AMENDMENT II UPDATE:

Adjustments to the original 2019 CDBG allocations will be updated; no changes will occur to the CDBG-CV funding that was allocated in Amendment I. Adjustments will include:

- Community Center: up to (\$150,000)
- ADA/Pedestrian Infrastructure: Up to \$150,000

Pre Award Costs

Due to possible conflict between the submittal deadline for the Annual Action Plan and the award allocation being provided from the U.S. Department of Housing and Urban Development and the need to ensure program and project success continues in our community, City staff will incur costs to the 2020 CDBG Program for the following:

- Program Administration & Planning: \$47,459
- Code Enforcement \$36,700
- Public Services: 34,594

Geographic Distribution

Geographic Areas to be Assisted

In 2019, the City's public improvement and code enforcement efforts will primarily target the South-Central Wenatchee Core. Public services will benefit low- to moderate-income residents in Wenatchee.

Rationale Allocating Investments Geographically

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

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

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

Affordable Housing

Introduction

There is an excessive housing cost burden on low-income residents, and the low rental vacancy rate provides a disincentive to rental property owners to accommodate low-income tenants. Additionally, many renters are over-housed, as there is a shortage of single unit rental properties. In 2019, the City will explore opportunities to attract and incentivize developers of affordable housing which align with our demographic needs.

Affordable Housing Goals

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

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

Public Housing

Introduction

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

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

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

Actions Planned to Address Public Housing Needs

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

Actions Planned to Encourage Public Housing Residents to Participate in Homeownership

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

Homeless and Other Special Needs Activities

Introduction

The City of Wenatchee administers the following homeless funds on behalf of Chelan and Douglas counties: The Consolidated Homeless Grant, Chelan-Douglas County Homeless Funds, and Chelan County Low-Income Housing Funds. These funds are anticipated to provide a total of \$1.34 million in funding in 2019. Consequently, the City will not designate specific CDBG funds to homeless projects. It has, however, aligned CDBG goals and activities with the goals, strategies, and activities of the Chelan-Douglas Homeless Plan, especially in regards to increasing access to education, economic opportunities, and affordable housing.

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

AMENDMENT UPDATE:

As a result of COVID-19 and the negative economic consequences, emergency income payments are a priority and will support Wenatchee households in affording current cost of living expenses. While this is not a direct housing program, the financial support to each household plays a significant role in the overall efforts related to keeping our community members housed.

One-Year Goals & Actions for Reducing Homelessness

The following goals and activities will be pursued in 2019 to reduce homelessness in the region:

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

performance outcomes.

- Promote communication and collaboration among local social service providers.
- Promote public awareness/education and seek out broad-based community input.
- Provide Emergency Income Payments to eligible households

Barriers to Affordable Housing

Introduction

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

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

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

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

Other Actions

Introduction

The 2019 Annual Action Plan includes a variety of other actions that will address HUD requirements & support the objectives outlined in the City's Consolidated Plan. These specific actions are described below.

Actions Planned to Address Obstacles to Meeting Underserved Needs

The City will continue to conduct public outreach to ensure that the broader community is aware of the needs and opportunities identified in the Consolidated Plan and Annual Action Plan. In addition, the City will actively work to engage potential employer and landlord partners in overcoming obstacles to employment and housing. In 2016, that City of Wenatchee completed a Limited English Proficiency (LEP) Plan and will continue these efforts by developing a Language Access Plan (LAP) for implementation guidance. The City will also continue to provide Section 3 information to local businesses and individuals as a result of the City of Wenatchee receiving over \$200,000 in CDBG funding for the 2019 program year.

Economic needs and assistance to Wenatchee businesses has become a priority and new partnerships with organizations such as the Chelan Douglas Regional Port District and the North Central Washington Economic Development District are able to provide insight and a system infrastructure to best serve the commerce sector.

Actions Planned to Foster and Maintain Affordable Housing

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

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

maintain affordable housing.

Actions Planned to Reduce Lead-Based Paint Hazards

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

Actions Planned to Reduce Number of Poverty-Level Families

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

The emergency income payments, business assistance and expanded public services to Wenatchee's vulnerable residents will support the fight against households living in poverty.

Actions Planned to Develop Institutional Structure

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

Partnerships with established organizations have proven a valuable piece of efficient and effective delivery of disaster response funds. A few organizations that have supported the process and will continue to provide guidance, feedback, reports and system coordination include:

- Community Foundation of North Central Washington
- Chelan Douglas Regional Port District
- North Central Economic Development District

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

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

In 2015, the City coordinated a major effort to improve coordination among social service agencies through the development of a Coordinated Entry system which was launched in October 2015. Coordinated Entry will significantly improve coordination between service agencies by establishing a common intake & assessment process that enables homeless providers to determine services that best meets the needs of the client. In addition, the system established a standardized referral process between service agencies in the area. In 2019, the City will continue to manage the coordinated entry system including system evaluation and program improvements.

Program Specific Requirements

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

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

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

Other CDBG Requirements

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