



**CITY OF WENATCHEE
PUBLIC NOTICE**

**Re: Wenatchee City Council Meeting
October 22, 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 22, 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 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 hearing 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 #196574 through #196702 in the amount of \$856,164.90 for October 8, 2020
Claim checks #196703 through #196797 in the amount of \$441,527.78 for October 15, 2020
- Motion for City Council to accept the work performed by the contractor J&K Earthworks, LLC on the North Wenatchee Stormwater Project Phase 1, Project No. 1617, and further authorize the Mayor to sign the Final Contract Voucher Certificate on behalf of the City of Wenatchee.
- Motion for City Council to accept the work performed by the contractor, Central Washington Asphalt, on the 2019 Pavement Preservation project, City Project 1901, and further authorize the Mayor to sign the Final Contract Voucher.
- Motion for City Council to approve Resolution No. 2020-32 designating the Mayor as an on-going alternate voting representative to the Rivercom Administrative Board.

3. Action Items.

- A. Arts, Recreation and Parks Commission Appointment**
Presented by Parks, Recreation & Cultural Services Director David Erickson
Action Requested: Move approval of Resolution 2020-29 appointing Lukas Hedtke to position six of the Wenatchee Arts Recreation and Parks Commission with a term expiring December 31, 2021.

B. RCO-RTP Grant Application Authorization

Presented by Parks, Recreation & Cultural Services Director David Erickson

Action Requested: Move approval of Resolution 2020-30 authorizing application to the State Recreation Conservation Office for a Recreation Trail Program Grant.

C. Code Enforcement Board Re-appointment – Luis Gonzalez

Presented by Building Official Cliff Burdick

Action Requested: Staff recommends the City Council pass Resolution No. 2020-31, designating the re-appointment of Luis Gonzalez to the Code Enforcement Board for a two-year term ending December 31, 2022.

4. Public Hearing Items.

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

D. Adoption of Ordinance No. 2020-29 specifically relating to the assessment rate on lodging businesses located within the tourism promotion area codified at WCC 1.108.020

Presented by Executive Services Director Laura Merrill

Action Requested: The Council adopt Ordinance No 2020-29 specifically relating to the assessment rate on lodging businesses located within the tourism promotion area codified at WCC 1.108.020 from \$1.00 per room per day to \$2.00 per room per day.

5. Reports.

a. Mayor's Report

b. Reports/New Business of Council Committees

6. Announcements.

7. Adjournment.



WENATCHEE CITY COUNCIL
Thursday, October 8, 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 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 (via phone), IS Support Jessi Saucedo, Public Works Director Rob Jammerman, Finance Director Brad Posenjak, Community Development Director Glen DeVries, Police Chief Steve Crown, Housing & Community Planner Brooklyn Holton, Senior Engineer-Utilities Jeremy Hoover

5:15 p.m. Regular Meeting

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

2. Consent Items:

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

3. Action Items.

A. City Park Hours of Operation

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

Motion by Councilmember Linda Herald to approve Ordinance No. 2020-26, amending city park hours of operation. Councilmember Jim Bailey seconded the motion. Motion carried (6-0).

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

Councilmember Linda Herald recused herself from this item due to a conflict of interest.

Executive Services Director Laura Merrill presented the staff report.

Motion by Councilmember Mark Kulaas for City Council to pass Resolution No 2020-28 reappointing Kristin Lodge, Gina Mueller, Mark Miller and Miquel Cuevas to the Lodging Tax Advisory Committee through December 31, 2022. Councilmember Ruth Esparza seconded the motion. Motion carried (5-0; Herald conflict).

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

Councilmember Linda Herald recused herself from this item due to a conflict of interest.

Executive Services Director Laura Merrill presented the staff report.

Motion by Councilmember Jim Bailey for City Council to pass Resolution No 2020-27 reappointing Linda Haglund to the Tourism Promotion Area Board for an additional term through December 31, 2023. Councilmember Ruth Esparza seconded the motion. Motion carried (5-0; Herald conflict).

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

Executive Services Director Laura Merrill presented the staff report. Council asked questions.

Motion by Councilmember Keith Huffaker for City Council to 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. Councilmember Linda Herald seconded the motion. Motion carried (6-0).

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

Executive Services Director Laura Merrill presented the staff report.

Motion by Councilmember Ruth Esparza for City Council to 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. Councilmember Jim Bailey seconded the motion. Motion carried (6-0).

City Attorney Steve Smith thanked the Mayor and Council.

- 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)

Police Chief Steve Crown presented the staff report.

Motion by Councilmember Mark Kulaas for City Council to approve Ordinance No. 2020-28, thereby keeping the monetary penalty for automated traffic enforcement consistent with RCW. Councilmember Jose Cuevas seconded the motion. Motion carried (6-0).

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

Senior Engineer-Utilities Jeremy Hoover presented the staff report. Council commented and asked questions.

Motion by Councilmember Linda Herald for the City Council to 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. Councilmember Keith Huffaker seconded the motion. Motion carried (6-0).

- H. 2021 Preliminary Budget Review

Finance Director Brad Posenjak presented the 2021 preliminary budget.

4. Public Hearings.

The Mayor explained the public hearing process.

- 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.

Housing & Community Planner Brooklyn Holton presented the staff report. Council asked questions.

The Mayor asked for public comment. There was none. He then turned it back over to the Council for action.

Motion by Councilmember Jim Bailey for City Council to approve Amendment II to the 2019 CDBG Annual Action Plan and authorize the Mayor to sign applicable applications, certifications, assurances and agreements. Councilmember Jose Cuevas seconded the motion. Motion carried (6-0).

- 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.

Housing & Community Planner Brooklyn Holton presented the staff report. Council asked questions.

The Mayor asked for public comment. There was none. He then turned the matter back over to the Council for action.

Motion by Councilmember Ruth Esparza for City Council to approve Amendment III to the 2019 CDBG AAP and authorize the mayor to sign applicable applications, certifications, assurances and agreements. Councilmember Linda Herald seconded the motion. Motion carried (6-0).

- 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

Housing & Community Planner Brooklyn Holton presented the staff report. Council asked questions.

The Mayor asked for public comment. There was none. He then turned the matter back over to the Council for action.

Motion by Councilmember Keith Huffaker for City Council to approve Amendment IIII to the 2019 CDBG Annual Action Plan and authorize the Mayor to sign applicable applications, certifications, assurances and agreements. Councilmember Jim Bailey seconded the motion. Motion carried (6-0).

5. Reports.

- a. Mayor’s Report. The Mayor reported on the following:
- (1) The WSDOT property on North Wenatchee Avenue is not needed now for COVID testing, so staff will be moving forward with demolition.
 - (2) He participated in the annual lunch via Zoom with the WDA and Economic Development Group.
 - (3) He attended a meeting last week with the Governor’s office concerning tenant rights and issues they are dealing with.
 - (4) He and Executive Services Director Laura Merrill attended their regular meeting with the Chelan County Commissioners on Tuesday where they discussed the WSDOT site, annexations, and the regional jail.

- (5) He and staff continue to work through the jail contract.
- (6) He attended the Transportation Council meeting today. Rob and team will be looking at projects for next year. They are hoping for a transportation package from the legislature this year so the city will need to identify top priorities, which currently are the McKittrick underpass and Confluence Parkway.
- (7) East Wenatchee is moving forward with planning for a pedestrian overpass at Highway 28 connecting to the pedestrian bridge. We have been planning for one at Bridge Street. There may be an opportunity to combine efforts.
- (8) The Mayor is hopeful there will be a federal transportation package next year, and if so, will be applying for Confluence Parkway again.
- (9) He attended the grand opening of the remodeled library building this week. He encouraged everyone to see it when it reopens to the public after the pandemic.

b. Reports/New Business of Council Committees

- (1) Councilmember Linda Herald attended the Homeless Task Force meeting and they are still working on a location for a low-barrier shelter.
- (2) Councilmember Mark Kulaas reported that AWC has adopted legislative priorities for the next legislative session.
- (3) Councilmember Jim Bailey announced that the Director for RMSA has announced her resignation.
- (4) Councilmember Jose Cuevas said that as part of Make a Different Day month he has been helping out with Café to pick weeds and clean up garbage around South Wenatchee. It's planned to occur every weekend through October. He invited the Mayor and other Councilmembers to participate as well.
- (5) Councilmember Keith Huffaker said the solid waste facility is still doing very well, and they continue to seek a partnership with Douglas County as it would benefit both communities. Douglas County has been hesitant to join.

6. Announcements. Mayor Kuntz announced next week's meeting is a work session and Executive Services Director Laura Merrill stated the topics will be the Comprehensive Plan and Zoning Code, and the solid waste contract.

7. Adjournment. With no further business, the meeting adjourned at 6:19 p.m.

Frank J. Kuntz, Mayor

Attest:

Tammy L. Stanger, City Clerk



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

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

MEETING DATE: October 22, 2020

I. SUBJECT

Project Final Acceptance and Contract Voucher approval.
North Wenatchee Stormwater Project Phase 1, CPN 1617

II. ACTION REQUESTED

Staff recommends the City Council accept the work performed by the contractor J&K Earthworks, LLC on the North Wenatchee Stormwater Project Phase 1, Project No. 1617 and further authorize the Mayor to sign the Final Contract Voucher Certificate on behalf of the City of Wenatchee.

III. OVERVIEW

A stormwater discharge pipe located across a property owned by the Chelan County PUD on the east side of the Apple Capital Loop Trail north of Hawley collapsed and undermined a portion of the yard. That pipe is the outfall corridor for a large part of northern Wenatchee. This project replaced approximately 115 linear feet of the collapsed pipe with a new 66-inch SRPE pipe, discharge structure, and rip-rap energy dissipator to mitigate the effects of erosion.

A request for bids was issued and advertised on August 18 and August 25, 2019. Four bids were received and opened on September 5, 2019. J&K Earthworks, LLC was the low bidder with a base bid of \$311,316.00 or \$337,466.54 after applicable sales tax. The advertised Engineer's Estimate range was \$375,000 to 425,000. The high bid amount was \$419,976.83..

IV. FISCAL IMPACT

This project is funded through Fund 410 - Storm Sewer. With revisions to the site work and materials, the final construction contract price, including all change orders, amounted to \$288,358.36.

Additional revenues for construction were obtained from the PUD in the amount of \$144,179.18 in accordance with the 50% cost-sharing interlocal agreement dated October 1, 2019. The PUD also provided additional funding for design of the project in the amount of \$34,000 as part of the Interlocal Agreement dated July 29, 2019. The Department of Ecology provided a design level grant in the amount of \$70,000 for phase 2 of the project. Total project expenditures for all phases of the project, including consultants, staff time and construction inspection amounted to \$520,226.53. The approved project budget is \$659,755. No additional work is programmed at this time until such time as funding for phase 2 is allocated at a future date.

V. PHASE 1 CONSTRUCTION PROJECT SCHEDULE

Notice to Proceed was given to J&K Earthworks on September 24, 2019. Substantial Completion was achieved in November 2019. Physical completion was achieved on July 9, 2020 with the final construction documents received from the prime Contractor in October 2020. All construction work is complete. One affidavit is still pending from a subcontractor – Mountainview Irrigation. Upon receipt of that documentation, Notice of Completion can be issued and retainage released.

VI REFERENCE(S)

Final Contract Voucher
Project 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

City of Wenatchee



City of Wenatchee
Department of Public Works

Final Contract
Voucher Certificate

| | | | |
|--|----------------------------|--------------------------|-----------------|
| Contractor | | J&K Earthworks, LLC | |
| Street Address | | 5593 Nature Shores Drive | |
| City | State | Zip | Date |
| Rock Island | WA | 98805 | October 7, 2020 |
| City Project Number | Federal-Aid Project Number | Highway Number | |
| 1617 | N/A | | |
| Job Title | | | |
| North Wenatchee Stormwater Project – Phase 1 | | | |
| Date Work Physically Completed | | Final Amount | |
| July 9, 2020 | | \$288,358.36 | |

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.

Kurt Davis

Contractor Authorized Signature Required

Kurt Davis

Type Signature Name

Subscribed and sworn to before me this 8 day of October 2020

X *Amie Heath*
Washington,

Notary Public in and for the State of

residing at East Wenatchee



City of Wenatchee

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

Mayor/or Designee

Date of Acceptance



2019 Capital Project Budget

Date: September 9, 2019 Project Number: 1617

Project Name: North Wenatchee Stormwater Project Dept/Category: Storm Drainage

Project Description:

This phase of the overall project will install approximately 115 linear feet of new 66 inch storm sewer across the PUD storage yard and replace the existing, failed, 72 inch pipe. The improvements will include a rip-rap energy dissipation structure at the end of the new pipe to mitigate the effects of erosion. Plans and specifications for the storm drain replacement were prepared by Pace Engineering. The Department of Ecology has awarded a grant to the City for aspects of this overall project. Those funds are specifically tied to water quality improvements that will be built east of the storm drain outfall location. Those improvements will be constructed under a separate phase of the project prior to re-introduction of additional flows from north Wenatchee into the wildlife area east of the PUD storage yard.

| | | | |
|---------------------------------|---------------|----------------------------|-----------|
| Project Lead: | Jeremy Hoover | Start Year: | 2016 |
| Assigned Department: | Engineering | End Year: | 2020 |
| Original Project Budget: | \$215,050 | Total City Funding: | \$387,021 |
| Budget Amendment: | \$659,755 | Other Funding: | \$272,734 |

Project Notes:

The original budget was limited to the design only of a pipeline on the west side of the railroad tracks, north of Holiday Inn, within BNSF right-of-way to redirect water from flowing north towards the Wenatchee River towards its original outfall closer to Hawley where it crosses the PUD storage yard. Also included with the design was an investigation into the needs of the wildlife area to which the flows would be redirected. Remediating the downstream outfall pipe's failure was not originally within the project scope as there was a disagreement regarding its ownership and maintenance responsibilities. With the City accepting responsibility for the outfall, it must be reconstructed prior to reintroduction of flow and to mitigate the soil subsidence occurring on the PUD yard. With BNSF's requirement of substantial sums of money to allow construction within its right-of-way, proceeding with the reconstruction of the outfall is of greater importance. CCPUD has agreed to share in the design and construction costs associated with this work.

| Project Expenditures by Category | Original Budget | Amended Budget | Prior Years Spent | ESTIMATES | | | Project Total |
|-----------------------------------|-----------------|----------------|-------------------|----------------|---------------|------|----------------|
| | | | | 2019 | 2020 | 2021 | |
| Design Engineering | 212,050 | 286,000 | 75,050 | 140,950 | 70,000 | | 286,000 |
| In-House Management | 3,000 | 7,375 | 2,000 | 5,375 | - | | 7,375 |
| Construction Contract | - | 338,000 | - | 338,000 | - | | 338,000 |
| Construction Engineering | - | 25,000 | - | 25,000 | - | | 25,000 |
| Miscellaneous | | | | | | | |
| Art Fund | - | 3,380 | - | - | 3,380 | | 3,380 |
| Total Project Expenditures | 215,050 | 659,755 | 77,050 | 509,325 | 73,380 | | 659,755 |

| Project Revenues by Category | Original Budget | Amended Budget | Prior Years Spent | ESTIMATES | | | Project Total |
|---------------------------------|-----------------|----------------|-------------------|----------------|---------------|------|----------------|
| | | | | 2019 | 2020 | 2021 | |
| Fund: 410 - Storm Drain Utility | 145,050 | 387,021 | 77,050 | 306,591 | 3,380 | | 387,021 |
| Fund: | | | | | | | - |
| Fund: | | | | | | | - |
| Fund: | | | | | | | - |
| Fund: | | | | | | | - |
| GRANTS: | | | | | | | - |
| TIB | | | | | | | - |
| PUD (Design ILA) | - | 34,000 | - | 34,000 | - | | 34,000 |
| PUD (Construction ILA) | - | 168,734 | - | 168,734 | - | | 168,734 |
| Ecology Water Quality | 70,000 | 70,000 | - | - | 70,000 | | 70,000 |
| Total Project Revenues | 215,050 | 659,755 | 77,050 | 509,325 | 73,380 | | 659,755 |

Approved by City Council: _____

Date

**COUNCIL AGENDA REPORT
PUBLIC WORKS DEPARTMENT**

TO: Frank Kuntz, Mayor
City Council

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

SUBJECT: 2019 Pavement Preservation Project #1901
Final Acceptance

DATE: October 12, 2020

MEETING DATE: October 22, 2020

I. OVERVIEW

The 2019 Pavement Preservation project resurfaced over 15 miles of streets with a hot seal coat (chip seal) in the City of Wenatchee as part of ongoing pavement preservation efforts. The project received \$1,646,095 in federal funds.

The City Council awarded the project to Central Washington Asphalt on June 27, 2019 for a contract total of \$2,909,300.35. The project was physically complete as of June 18, 2020, and the final amount paid to Central Washington Asphalt was \$2,990,348.61.

II. ACTION REQUESTED

Staff recommends the City Council accept the work performed by the contractor, Central Washington Asphalt, on the 2019 Pavement Preservation project, City Project 1901, and further authorize the Mayor to sign the Final Contract Voucher.

III. FISCAL IMPACT

The total project budget was \$3,988,790 with \$2,663,545 allocated for construction and \$1,173,790 allocated for City streets crew (skin patching). Construction is now complete. Including the 1% of construction cost dedicated to the Art Fund, the overall project cost to date is \$4,311,297.94. There will be additional staff time involved in project close-out.

V. REFERENCE(S)

1. Final Contract Voucher

VI. ADMINISTRATIVE ROUTING

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

City of Wenatchee
2019 Pavement Preservation

Summer 2019
Contract Forms



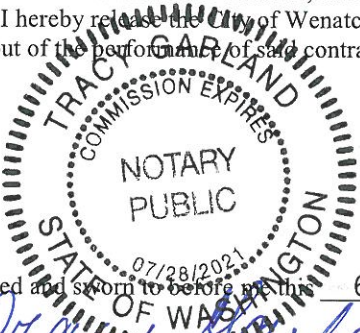
City of Wenatchee
Department of Public Works

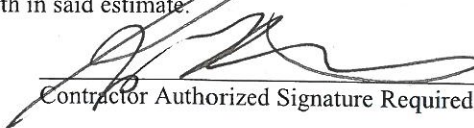
Final Contract
Voucher Certificate

| | | | |
|---|--|--------------------------------|-------------------|
| Contractor Central Washington Asphalt | | | |
| Street Address PO Box 939 | | | |
| City Moses Lake | State WA | Zip 98837 | Date 10/6/2020 |
| City Project Number 1901 | Federal-Aid Project Number NHPP-9904(015) | Highway Number | |
| Job Title 2019 Pavement Preservation | | | |
| Date Work Physically Completed 6/18/2020 | | Final Amount \$2,990,348.61 | |

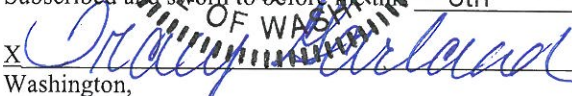
Contractor's Certification

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.




Contractor Authorized Signature Required
Pamp Maiers, President
Type Signature Name

Subscribed and sworn to before me this 6th day of October 20 20

X  Notary Public in and for the State of Washington,

residing at Moses Lake - Grant County

City of Wenatchee

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

Mayor/or Designee

Date of Acceptance



CITY COUNCIL AGENDA REPORT

TO: Frank Kuntz, Mayor
City Council

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

MEETING DATE: October 22, 2020

- I. SUBJECT**
Resolution No. 2020-32 designating the Mayor as an alternate voting representative to the RiverCom Administrative Board on behalf of the City of Wenatchee.
- II. ACTION REQUESTED**
Staff recommends the City Council pass Resolution No. 2020-32 designating the Mayor as an on-going alternate voting representative to the RiverCom Administrative Board.
- III. OVERVIEW**
The RiverCom Administrative Board allows for one appointment from the City of Wenatchee. Currently, Councilmember Ruth Esparza serves as the appointee and Councilmember Linda Herald serves as the alternate. Resolution No. 2020-32 would appoint the Mayor to serve as an ongoing alternate voting representative in the case that other appointees are unavailable.
- IV. FISCAL IMPACT**
N/A
- VI. REFERENCE(S)**
1. Resolution 2020-32
- VII. ADMINISTRATIVE ROUTING**

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

RESOLUTION NO. 2020-32

A RESOLUTION, designating the Mayor as an alternate voting representative to Rivercom on behalf of the City.

WHEREAS, Councilmembers have previously been appointed to serve as voting members of the Rivercom governing board on behalf of the City; and

WHEREAS, the appointed Councilmembers are occasionally unavailable to attend Rivercom board meetings; and

WHEREAS, the City Council of the City of Wenatchee desires to appoint the Mayor of the City of Wenatchee as an on-going alternate as the City's voting member to the Rivercom board in the event the appointed Councilmembers are unavailable to attend a meeting.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE, that the Mayor shall serve as the City's on-going alternate voting representative to the Rivercom board henceforth.

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



MEMO

Parks, Recreation and Cultural Services Department

To: Mayor Kuntz and City Council Members
From: Dave Erickson, Parks, Recreation and Cultural Services Director
Date: October 2, 2020
Re: Arts, Recreation and Parks Commission appointment

ACTION REQUESTED

Move approval of Resolution 2020-29 appointing Lukas Hedtke to position six of the Wenatchee Arts Recreation and Parks Commission with a term expiring December 31, 2021.

BACKGROUND – PARKS AND RECREATION ADVISORY BOARD

The Arts, Recreation and Parks Commission is a nine-member citizen volunteer commission that serves in an advisory capacity to the Wenatchee City Council. The primary functions of the Commission are to:

- Review and make recommendations concerning recreation program offerings of the City.
- Oversee the City's art collection and comprehensive arts program.
- Provide recommendations regarding the acquisition, development and maintenance of park areas.
- Serve as the City Forestry Board and oversee the Urban Forestry Program.
- Review and make recommendations regarding the implementation of the City Parks, Recreation and Open Space Plan.
- Provide advice and make recommendations concerning the Wenatchee Community Center.
- Review art, recreation and park related proposals.
- Complete regular reviews of fees and charges for services.

Lukas Hedtke has applied for appointment to a vacant position on the Commission. He is a former Wenatchee Wild player and would like to get involved with the community.

A copy of his application is attached.

Staff is recommending his appointment to the Commission.



City of Wenatchee
Volunteer Commission and Board Application

COMMISSION/BOARD INFORMATION

Board (s) I would like to be considered for: (If more than one, please rank them in order of preference)

- | | |
|--|---|
| <input type="checkbox"/> Arts, Recreation & Parks Commission | <input type="checkbox"/> Greater Wenatchee Regional Events Center PFD Board |
| <input type="checkbox"/> Cemetery Advisory Board | <input type="checkbox"/> Historic Preservation Board |
| <input type="checkbox"/> Civil Service Board | <input type="checkbox"/> Lodging Tax Advisory Committee |
| <input type="checkbox"/> Code Enforcement Board | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Diversity Advisory Committee | <input type="checkbox"/> Tourism Promotion Area Board |

APPLICANT INFORMATION

City of Wenatchee Resident Yes No

Residency Requirement: Applicants must reside within the City Limits of Wenatchee except the Arts Commission, Diversity Advisory Committee, Historic Preservation Board, and the Parks & Recreation Advisory Board

Last Name: _____ First Name: _____ Initial: _____

Physical Address: _____ City: _____ Zip: _____

Mailing Address: _____ City: _____ Zip: _____

Day Phone: _____ Evening Phone: _____

E-mail: _____ Years lived in Wenatchee Valley: _____

Occupation: _____ Years of Experience: _____

Work Address: _____ City: _____ Zip: _____

Education and Formal Training: _____

Have you ever been convicted of a felony or released from prison? Yes No

(A conviction record will not necessarily bar you from serving. Factors such as the nature and gravity of the crime, the length of time that has passed since the conviction and/or completion of any sentence, and the nature of the position for which you have applied will be considered.)

Volunteer/Community Experience:

Organization and Duties: _____ Length of Service: _____

Organization and Duties: _____ Length of Service: _____

Organization and Duties: _____ Length of Service: _____

Organization and Duties: _____ Length of Service: _____

Organization and Duties: _____ Length of Service: _____

Skills/Special Interests: _____

Experience related to the Commission/Board: _____

Why are you seeking this appointment? _____

Would any conflict of interest be created as a result of your appointment? Yes No

If yes, please explain: _____

REFERENCES

Name: _____
Address: _____ City: _____ Zip: _____
Phone: _____ Email: _____
Occupation: _____ Years known: _____

Name: _____
Address: _____ City: _____ Zip: _____
Phone: _____ Email: _____
Occupation: _____ Years known: _____

Name: _____
Address: _____ City: _____ Zip: _____
Phone: _____ Email: _____
Occupation: _____ Years known: _____

AFFIDAVIT OF APPLICANT

I, _____, do hereby certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief. I also understand that this completed application may be made available for public inspection.

(Signature)
Date: _____



City of Wenatchee Volunteer Board, Commission and Committee Responsibilities

To be selected and serve as a City of Wenatchee volunteer Board, Commission or Committee Member is a high honor and provides an unusual opportunity for genuine public service. Although the specific duties of each of the City's Boards vary widely with the purpose for which they are formed, there are certain responsibilities that are common to all members. As a volunteer Board, Commission or Committee representative of the City of Wenatchee, I agree to:

1. Understand my role and scope of responsibility. I will be informed of the individual group's scope of responsibility and operating procedures.
2. Represent the majority views of the group. Individual "opinions" to the public and press are discouraged, and, if given, must be identified as such.
3. Practice open and accountable government. I will be as open as possible about my decisions and actions, and also protect confidential information.
4. Represent the public interest and not special interest groups.
5. Not make decisions in order to gain financial or other benefits for myself, my family, or friends.
6. Serve as a liaison between the City and its citizens and can help reconcile contradictory viewpoints and to build a consensus around common goals and objectives. I will serve as a communication link between community, staff, and City, representing City programs and recommending and providing a channel for citizen expression.
7. Understand my role as a supportive relationship with the City Council and City staff and to follow the proper channel of communication through the designated staff person providing support for the group.
8. Do my homework and be thorough in recommendations. I will review agenda items under consideration prior to the meeting in order to be fully prepared to discuss, evaluate, and act on all matters scheduled for consideration. My conclusions will be based on careful preparation to strengthen the value of the group's recommendation.
9. Adhere to the highest standards of integrity and honesty in all endeavors and strive to safeguard the public trust. I shall announce any direct or remote conflict of interests prior to the discussion (RCW 42.36).
10. Understand that my authority is limited to decisions made by the group, and that in most cases, the decisions are advisory.
11. Understand that in my role I recommend policy while administrators and staff carry out approved policy.
12. Establish a good working relationship with fellow group members. I will respect individual viewpoints and allow other members time to present their views fully before making comments. I will be open and honest and welcome new members.
13. Not use or involve my membership in the conduct of political activities. However, I am not restricted from participating in political activities outside of my involvement in the group.

I hereby pledge to be positive in my role as a volunteer with the City and accept responsibility for my participation.

Signed: _____ Date: _____

RESOLUTION NO. 2020-29

A RESOLUTION, appointing a member to the Arts, Recreation and Parks Commission.

WHEREAS, a vacancy exists on the Arts, Recreation and Parks Commission;

WHEREAS, Lukas Hedtke is desiring to provide service to the community by serving as a member of the Commission; and

WHEREAS, Lukas Hedtke works in the City of Wenatchee and was recommended for appointment to the Arts, Recreation and Parks Commission;

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF WENATCHEE makes the following appointment to Arts, Recreation and Parks Commission Position Six with a term ending on December 31, 2021:

NAME & ADDRESS

TERM EXPIRES

Lukas Hedtke
435 S Kansas Loop
East Wenatchee, WA 98802

December 31, 2021

PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE at a regular meeting thereof this 22nd day of October, 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: David Erickson, Parks, Recreation and Cultural Services Director

MEETING DATE: October 22, 2020

I. SUBJECT

RCO – RTP Grant Application Authorization

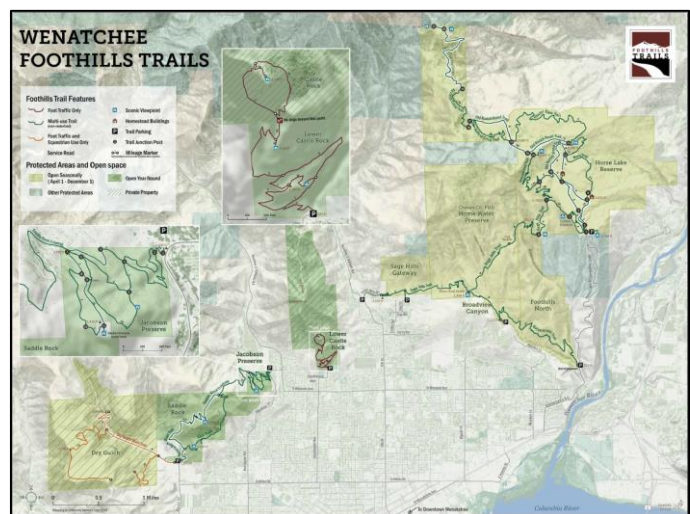
II. ACTION REQUESTED

Move approval of Resolution 2020-30 authorizing application to the State Recreation Conservation Office for a Recreation Trail Program Grant.

III. OVERVIEW

Chelan-Douglas Land Trust is inviting the City of Wenatchee to partner as a co-sponsor on an application for Recreational Trails Program (RTP) funding through the State Recreation and Conservation Office (RCO). The City and CDLT have a long history of successful partnerships in the planning, development, and maintenance of open spaces and natural areas for public benefit and public access.

The infrastructure by which CDLT provides access is the Wenatchee Foothills Trail System. There has been a steady effort on the part of the CDLT and its partners to maintain the trails with a volunteer workforce, but significant maintenance beyond volunteers with hand tools is needed to ensure these trails remain sustainable into the future and can adequately handle the use they receive. This project would seek funding for backlogged major maintenance on approximately 14 miles of trails within the Wenatchee



Foothills Trail System on properties owned by Chelan-Douglas Land Trust and City of Wenatchee: Saddle Rock Natural Area, Sage Hills Gateway, Foothills North, Kenzie's Landing, Jacobson Preserve, Horse Lake Reserve.

Although the CDLT is committed to coordinating maintenance efforts on trails owned by the City, as part of this project, RCO requires control and tenure of the property where the work will take place, necessitating a formal partnership between the Land Trust and the City for this project.

The trail maintenance will involve use of a small excavator and focus on repairing cupped and incised trail tread. Trail infrastructure improvements include the addition of several sections of stairs, as well as small culvert installation and armoring of trail surfaces in areas susceptible to retaining water. In addition to the trail maintenance, we plan to perform a cultural resource survey that will help guide decisions about soil disturbing trail maintenance, and help with future trail planning and construction efforts in the Foothills area.

This intensive maintenance project will repair erosion problems and issues brought on by a steady increase in use of the trails since the CDLT began maintaining the system with a volunteer workforce nearly a decade ago. These trails are much-loved by our community and visitors, but they are a collection of user-built trails from decades ago, and linking segments built in increments over time. This maintenance project will allow these trails to be sustainable for years to come. This trail system accommodates multiple non-motorized uses, including foot traffic, biking, and equestrian use. Many of the trails are also utilized as part of outdoor educational series for both Wenatchee School District and Wenatchee Valley College.

IV. FISCAL IMPACT

There is no City funding contemplated to be used for this project. The following is the preliminary project budget. Please note that numbers listed here are APPROXIMATE and will be revised prior to grant submission deadline of November 1. CDLT will provide updated budget numbers to the City of Wenatchee when available.

| Item | | RTP Request | CDLT Match | Total |
|--------------------------|---------------------|-------------|------------|---------------|
| Trail Maintenance | | | | |
| | Labor | 4800 | 13284 | 18084 |
| | Equipment/Materials | 4030 | | 4030 |
| Trail Infrastructure | | | | |
| | Labor | 3200 | 4428 | 7628 |
| | Equipment/Materials | 9460 | | 9460 |
| Cultural Resource Survey | | 15000 | | 15000 |
| | | 36,490 | 17,712 | 54,202 |

V. PROPOSED PROJECT SCHEDULE

If City Council approves the agenda item, the grant would be submitted November 1 with potential implementation in 2021 if successful.

VI. REFERENCE(S)

VII. ADMINISTRATIVE ROUTING

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

RESOLUTION NO. 2020-30

Project Names: 20-2118 Wenatchee Foothills Trail System Maintenance, RTP Grant

A RESOLUTION, authorizing the person identified in section 2 below to act as the authorized representative/agent on behalf of the City of Wenatchee and to legally bind our organization with respect to the above Projects for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS, state grant assistance is requested by our organization to aid in financing the cost of the Projects referenced above;

NOW, THEREFORE, BE IT RESOLVED that:

1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above “Projects.”
2. Our organization authorizes the following persons or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:
 - Grant application (submission thereof): David Erickson, Parks, Recreation and Cultural Services Director
 - Project contact (day-to-day administering of the grant and communicating with the RCO): David Erickson, Parks, Recreation and Cultural Services Director
 - RCO Grant Agreement (Agreement): Frank Kuntz, Mayor
 - Agreement amendments: Frank Kuntz, Mayor

The above persons are considered an “authorized representative(s)/agent(s)” for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide documentation of persons who may be authorized to execute documents related to the grant.

3. Our organization has reviewed the sample RCO Grant Agreement on the Recreation and Conservation Office’s WEB SITE at: <https://rco.wa.gov/wp-content/uploads/2019/06/SampleProjAgreement.pdf>. We understand and acknowledge that if offered an agreement to sign in the future, it will contain an indemnification and legal venue stipulation and other terms and conditions substantially in the form contained in the sample Agreement and that such terms and conditions of any signed Agreement shall be legally binding on the

- sponsor if our representative/agent enters into an Agreement on our behalf. The Office reserves the right to revise the Agreement prior to execution.
4. Our organization acknowledges and warrants, after conferring with its legal counsel, that its authorized representative(s)/agent(s) have full legal authority to act and sign on behalf of the organization for their assigned role/document.
 5. Grant assistance is contingent on a signed Agreement. Entering into any Agreement with the Office is purely voluntary on our part.
 6. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the Agreement, the characteristics of the project, and the characteristics of our organization.
 7. Our organization further understands that prior to our authorized representative(s)/agent(s) executing any of the documents listed above, the RCO may make revisions to its sample Agreement and that such revisions could include the indemnification and the legal venue stipulation. Our organization accepts the legal obligation that we shall, prior to execution of the Agreement(s), confer with our authorized representative(s)/agent(s) as to any revisions to the project Agreement from that of the sample Agreement. We also acknowledge and accept that if our authorized representative(s)/agent(s) executes the Agreement(s) with any such revisions, all terms and conditions of the executed Agreement shall be conclusively deemed to be executed with our authorization.
 8. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
 9. If match is required for the grant, we understand our organization must certify the availability of match at least one month before funding approval. In addition, our organization understands it is responsible for supporting all non-cash matching share commitments to this project should they not materialize.
 10. Our organization acknowledges that if it receives grant funds managed by the Office, the Office will pay us on only a reimbursement basis. We understand reimbursement basis means that we will only request payment from the Office after we incur grant eligible and allowable costs and pay them. The Office may also determine an amount of retainage and hold that amount until all project deliverables, grant reports, or other responsibilities are complete.
 11. Our organization acknowledges that any property owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant in perpetuity unless otherwise allowed by grant program policy, or Office inwriting and per the Agreement or an amendment thereto.

12. Our organization acknowledges that any property not owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant as required by grant program policies unless otherwise provided for per the Agreement or an amendment thereto.
13. This resolution/authorization is deemed to be part of the formal grant application to the Office.
14. Our organization warrants and certifies that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises and obligations set forth herein.

This application authorization was adopted by our organization during the meeting held at Wenatchee City Hall on October 22, 2020:

Signed and approved on behalf of the resolving body of the organization by the following authorized members:

CITY OF WENATCHEE, a municipal corporation

By: _____
FRANK KUTNZ, Mayor

ATTEST:

By: _____
TAMMY STANGER, City Clerk

APPROVED:

By: _____
STEVE D. SMITH, City Attorney

Washington State Attorney General's Office

Approved as to form:



Assistant Attorney General

2/13/2020
Date

**COUNCIL AGENDA REPORT
COMMUNITY DEVELOPMENT DEPARTMENT**

TO: Frank Kuntz, Mayor
City Council

FROM: Cliff Burdick, Building Official

SUBJECT: Code Enforcement Board Re-appointment –Luis Gonzalez

DATE: October 6, 2020

MEETING DATE: October 22, 2020

I. OVERVIEW

The City has received an application for a re-appointment to the Code Enforcement Board from current board member Luis Gonzalez. Mr. Gonzalez is currently serving a term that expires on December 31, 2020 and has expressed an interest in serving another term.

The City of Wenatchee Code Enforcement Board consists of 5 members appointed by a majority of the Wenatchee City Council. Board members serve a two year term. Currently the Board has one vacant position. Therefore, the re-appointment of Mr. Gonzalez is crucial to the Board continuing to function in 2021.

II. ACTION REQUESTED

Staff recommends the City Council pass Resolution No. 2020-31, designating the re-appointment of Luis Gonzalez to the Code Enforcement Board for a two year term ending December 31, 2022.

III. FISCAL IMPACT Submitted to the Finance Committee: No

None, the Code Enforcement Board is made up of volunteer members.

IV. REFERENCE(S)

1. Resolution 2020-31
2. Luis Gonzalez – Board Application

V. ADMINISTRATIVE ROUTING

Tammy Stanger, City Clerk



City of Wenatchee
Volunteer Commission and Board Application

COMMISSION/BOARD INFORMATION

Board (s) I would like to be considered for: (If more than one, please rank them in order of preference)

- | | |
|--|---|
| <input type="checkbox"/> Arts, Recreation & Parks Commission | <input type="checkbox"/> Greater Wenatchee Regional Events Center PFD Board |
| <input type="checkbox"/> Cemetery Advisory Board | <input type="checkbox"/> Historic Preservation Board |
| <input type="checkbox"/> Civil Service Board | <input type="checkbox"/> Lodging Tax Advisory Committee |
| <input checked="" type="checkbox"/> Code Enforcement Board | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Diversity Advisory Committee | <input type="checkbox"/> Tourism Promotion Area Board |

APPLICANT INFORMATION

City of Wenatchee Resident Yes No

Residency Requirement: Applicants must reside within the City Limits of Wenatchee except the Arts Commission, Diversity Advisory Committee, Historic Preservation Board, and the Parks & Recreation Advisory Board

Last Name: Gonzalez First Name: Luis Initial: A

Physical Address: 1928 Broadview City: Wenatchee Zip: 98801

Mailing Address: Same as above City: _____ Zip: _____

Day Phone: 509-682-8017 Evening Phone: 509-670-7126

E-mail: luisalexg@aol.com Years lived in Wenatchee Valley: 3

Occupation: Public Employee/ Building Official/ Fire Marshal Years of Experience: Over 10 years

Work Address: 135 E. Johnson Ave. City: Chelan Zip: 98816

Education and Formal Training: Building Engineer, Building Inspection Tech. Plans Examiner, Public Sector Management Service

Have you ever been convicted of a felony or released from prison? Yes No
(A conviction record will not necessarily bar you from serving. Factors such as the nature and gravity of the crime, the length of time that has passed since the conviction and/or completion of any sentence, and the nature of the position for which you have applied will be considered.)

Volunteer/Community Experience:

Organization and Duties: Boy Scouts of America/ Scout Master Length of Service: 3

Organization and Duties: Just Serve Chelan/ Wenatchee Valley Length of Service: 3

Organization and Duties: _____ Length of Service: _____

Organization and Duties: _____ Length of Service: _____

Organization and Duties: _____ Length of Service: _____

Skills/Special Interests: _____

Experience related to the Commission/Board: Over ten years of working with the public on code enforcement issues.

Why are you seeking this appointment? I would like to serve and give back to my community.

Would any conflict of interest be created as a result of your appointment? Yes No

If yes, please explain: _____

REFERENCES

Name: Terry Hinton
Address: 714 Briarwood Dr. City: East Wenatchee Zip: 98802
Phone: 509-669-0919 Email: entiat@aol.com
Occupation: Sales Years known: 20

Name: Kelly Allen
Address: _____ City: Chelan Zip: _____
Phone: _____ Email: kallen@cityofchelan.us
Occupation: City Council member Years known: 3

Name: Mike Cooney
Address: _____ City: Chelan Zip: _____
Phone: 509-393-9652 Email: mcooney@cityofchelan.us
Occupation: Mayor Years known: 3

AFFIDAVIT OF APPLICANT

I, Luis Gonzalez, do hereby certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief. I also understand that this completed application may be made available for public inspection.

Luis Gonzalez
(Signature)
Date: 07-31-2019



**City of Wenatchee
Volunteer Board, Commission and Committee Responsibilities**

To be selected and serve as a City of Wenatchee volunteer Board, Commission or Committee Member is a high honor and provides an unusual opportunity for genuine public service. Although the specific duties of each of the City's Boards vary widely with the purpose for which they are formed, there are certain responsibilities that are common to all members. As a volunteer Board, Commission or Committee representative of the City of Wenatchee, I agree to:

1. Understand my role and scope of responsibility. I will be informed of the individual group's scope of responsibility and operating procedures.
2. Represent the majority views of the group. Individual "opinions" to the public and press are discouraged, and, if given, must be identified as such.
3. Practice open and accountable government. I will be as open as possible about my decisions and actions, and also protect confidential information.
4. Represent the public interest and not special interest groups.
5. Not make decisions in order to gain financial or other benefits for myself, my family, or friends.
6. Serve as a liaison between the City and its citizens and can help reconcile contradictory viewpoints and to build a consensus around common goals and objectives. I will serve as a communication link between community, staff, and City, representing City programs and recommending and providing a channel for citizen expression.
7. Understand my role as a supportive relationship with the City Council and City staff and to follow the proper channel of communication through the designated staff person providing support for the group.
8. Do my homework and be thorough in recommendations. I will review agenda items under consideration prior to the meeting in order to be fully prepared to discuss, evaluate, and act on all matters scheduled for consideration. My conclusions will be based on careful preparation to strengthen the value of the group's recommendation.
9. Adhere to the highest standards of integrity and honesty in all endeavors and strive to safeguard the public trust. I shall announce any direct or remote conflict of interests prior to the discussion (RCW 42.36).
10. Understand that my authority is limited to decisions made by the group, and that in most cases, the decisions are advisory.
11. Understand that in my role I recommend policy while administrators and staff carry out approved policy.
12. Establish a good working relationship with fellow group members. I will respect individual viewpoints and allow other members time to present their views fully before making comments. I will be open and honest and welcome new members.
13. Not use or involve my membership in the conduct of political activities. However, I am not restricted from participating in political activities outside of my involvement in the group.

I hereby pledge to be positive in my role as a volunteer with the City and accept responsibility for my participation.

Signed: *Luis Gonzalez* Date: 07-31-2019

RESOLUTION NO. 2020-31

A RESOLUTION, re-appointing a member to the Wenatchee Code Enforcement Board for a two (2) year term.

WHEREAS, Luis Gonzalez expressed an interest in continuing to serve as a member of the Wenatchee Code Enforcement Board for a two-year term.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF WENATCHEE makes the following re-appointment to the Wenatchee Code Enforcement Board for the term noted:

NAME & ADDRESS

Luis Gonzalez
1928 Broadview
Wenatchee, WA 98801

TERM EXPIRES

December 31, 2022

PASSED BY THE CITY COUNCIL OF THE CITY OF WENATCHEE at a regular meeting thereof this 22nd day of October, 2020.

CITY OF WENATCHEE, a Municipal
Corporation

By _____
FRANK J. KUNTZ, Mayor

ATTEST:

By _____
TAMMY L. STANGER
City Clerk

APPROVED:

By _____
STEVE D. SMITH
City Attorney



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 Ordinance No. 2020-29 specifically relating to the assessment rate on lodging businesses located within the tourism promotion area codified at WCC 1.108.020

II. ACTION REQUESTED

The Council adopt Ordinance No 2020-29 specifically relating to the assessment rate on lodging businesses located within the tourism promotion area codified at WCC 1.108.020 from \$1.00 per room per day to \$2.00 per room per day.

III. OVERVIEW

In 2006, the City Council established a tourism promotion area which allowed for the imposition of a charge on the local lodging businesses to be used for the purpose of tourism promotion. The revenue can be used for the general promotion of tourism, the marketing of convention and trade shows, the marketing of the tourism promotion area community to the travel industry, and the marketing of the tourism promotion area community to recruit sporting events. All of the efforts need to benefit the lodging business and local tourism. The established rate for the assessment was set at \$1.00 per room per day although the legislation allowed for up to \$2.00 per room per day. Since then, additional legislation has allowed for an additional \$3.00 (\$5.00 total) as a maximum for the assessment.

At the regular joint meeting of the Tourism Promotion Area Board (TPA) on September 16, 2020, the TPA Board discussed an increase to the current \$1.00 per room per day. The TPA board recommends that the assessment be increased from \$1.00 per room per day to \$2.00 per room per day in order to help support additional advertising efforts as well as future community events. Staff recommends the City Council adopt Ordinance No 2020-29 increasing the assessment rate for the tourism promotion area to \$2.00 per room per day.

IV. FISCAL IMPACT

Not applicable.

VI. REFERENCE(S)

1. Ordinance 2020-29

VII. ADMINISTRATIVE ROUTING

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

ORDINANCE NO. 2020-29

AN ORDINANCE, amending prior Ordinance No. 2010-11 specifically relating to the assessment rate on lodging businesses located within the tourism promotion area codified at WCC 1.108.020.

WHEREAS, pursuant to the provisions of Chapter 35.101 RCW, the legislature set forth a mechanism to establish a tourism promotion area and allowing the imposition of a charge on the furnishing of lodging by local businesses located within the area, the proceeds of which are to be used for the sole purpose of tourism promotion; and

WHEREAS, the City Council of the City of Wenatchee did establish a tourism promotion area within the boundaries of the corporate limits of the City of Wenatchee by way of Ordinance No. 2006-29 adopted September 15, 2006; and

WHEREAS, the City Council of the City of Wenatchee renewed the tourism promotion area within the boundaries of the corporate limits of the City of Wenatchee by way of Ordinance No. 2010-11 adopted July 8, 2010; and

WHEREAS, the City Council of the City of Wenatchee held a duly publicized public hearing on October 22, 2020, at 5:15 p.m. to consider public testimony and to take action on this Ordinance amending the tourism promotion area assessment; and

WHEREAS, the City Council of the City of Wenatchee has reviewed the efficacy of the tourism promotion area and finds that it is still desirable; and

WHEREAS, the City Council of the City of Wenatchee has determined that raising the assessment rate to \$2.00 per room per day would be beneficial to the tourism promotion area.

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

SECTION I

WCC Section 1.108.020 shall be and hereby is amended to read as follows:

“1.108.020 Lodging businesses assessment rate.

The assessment rate shall be \$2.00 per room per day on lodging businesses located within the tourism promotion area.”

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 take effect 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 ____ 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