



## WENATCHEE CITY COUNCIL

**Thursday, January 11, 2024**

Wenatchee City Hall Council Chambers  
301 Yakima Street  
Wenatchee, WA 98801

### MINUTES

*"To create community through responsive leadership and services for the citizens and visitors of the Apple Capital of the World."*

**Present:** Mayor Mike Poirier; Councilmember District 1 Jose Cuevas; Councilmember District 3 Top Rojanasthien; Councilmember District 4 Travis Hornby; Councilmember District 5 Charlie Atkinson; Councilmember At-Large "A" Linda Herald; Councilmember At-Large "B" Keith Huffaker

**Staff Present:** City Administrator Laura Gloria; City Clerk Tammy McCord; City Attorney Danielle Marchant; IT Support Zach Steele; Finance Director Brad Posenjak; Parks, Recreation & Cultural Services Director David Erickson; Facilities Manager Elisa Schafer; City Engineer Jake Lewing; Police Chief Steve Crown; Police Captain Brian Chance; Deputy Public Works Director Jessica Shaw; Finance Director Brad Posenjak; Engineering Services Manager Ryan Harmon; Senior Financial Analyst Nataliann Tutino

**4:50 p.m. Executive Session.** Mayor Mike Poirier called the meeting to order at 4:50 p.m. for the purpose of meeting in executive session. Councilmembers Present: Jose Cuevas, Linda Herald, Top Rojanasthien, Travis Hornby, Charlie Atkinson; Absent: Keith Huffaker

Executive session to consider the minimum price at which real estate will be offered for sale when public knowledge regarding such consideration would cause a likelihood of decreased price. RCW 42.30.110 (1)(b).

*Motion by Councilmember Travis Hornby and seconded by Councilmember Top Rojanasthien to convene in executive session for a time period not to exceed 20 minutes, with legal counsel present, to consider the minimum price at which real estate will be offered for sale when public knowledge regarding such consideration would cause a likelihood of decreased price. RCW 42.30.110 (1)(b). Motion carried (5-0).*

*[Councilmember Keith Huffaker arrived at 4:54 p.m. and joined the executive session.]*

Council adjourned from executive session at 5:10 p.m.

## 5:15 p.m. Regular Meeting

**1. Call to Order, Pledge of Allegiance, and Roll Call.** Mayor Mike Poirier called the regular meeting to order at 5:15 p.m. Councilmember Keith Huffaker led the Pledge of Allegiance. All Councilmembers were present.

## 2. Citizen Requests/Comments

Paul Schmidt addressed the Council with concerns about increased costs from Waste Management and about affordable housing.

## 3. Consent Items

- *Motion to approve the agenda, vouchers, and minutes from previous meetings.*  
Vouchers:  
Claim checks #210396 through #210451 in the amount of \$1,888,816.69 for December 21, 2023  
Claim checks #210452 through #210454 in the amount of \$27,759.22 for December 21, 2023  
Wires #1609 and 1610 in the amount of \$58,900.49 for December 26, 2023  
Claim checks #210468 through #210558 in the amount of \$1,148,788.51 for December 28, 2023  
Payroll distribution in the amount of \$647,725.41 for December 29, 2023  
Benefits/deductions in the amount of \$1,287,130.46 for December 29, 2023  
Claim checks #210559 through #210564 in the amount of \$14,565.81 for December 29, 2023  
Claim checks #210565 through #210578 in the amount of \$1,567,635.58 for January 2, 2024
- *Motion to accept the work performed by the contractor, J.M. Pacific Construction, Inc. for the Sidewalk Panel Replacement Project, No. SW22-06, and further authorize the City Administrator to sign the Final Contract Voucher Certificate.*
- *Motion to accept the work completed by the contractor, Rudnick & Sons, LLC, for the South Wenatchee Safety Improvements Project, City Project No. 1911, and authorize the City Administrator to sign the Final Contract Voucher on behalf of the City of Wenatchee.*

Council commented.

*Motion by Councilmember Linda Herald to approve the agenda, vouchers, and minutes from previous meetings; to accept the work performed by the contractor, J.M. Pacific Construction, Inc. for the Sidewalk Panel Replacement Project, No. SW22-06, and further authorize the City Administrator to sign the Final Contract Voucher Certificate; and to accept the work completed by the contractor, Rudnick & Sons, LLC, for the South Wenatchee Safety Improvements Project, City Project No. 1911, and authorize the City Administrator to sign the Final Contract Voucher on behalf of the City of Wenatchee. Motion seconded by Councilmember Cuevas. Motion carried (6-0).*

## 4. Action Items

- A. Purchase Sale Agreement for the Wenatchee Foothills Regional Recreation Area Project (20-1446A).

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

Motion by Councilmember Travis Hornby for City Council to approve the purchase sale agreement for the Gordanier Property in the amount of \$247,500 for the Wenatchee Foothills Regional Recreation Area Project (20-1446A) and authorize the Mayor to sign. Councilmember Charlie Atkinson seconded the motion. Motion carried (6-0).

- B. Contract Amendment No. 9 to the Professional Services Agreement for Architectural & Engineering Services for Tenant Improvement Developments

Facilities Manager Elisa Schafer presented the staff report. Council asked questions.

Motion by Councilmember Keith Huffaker for City Council to authorize the City Administrator to execute the contract amendment with DOH Associates for construction administration services associated with Project No. 2321 – WA State Department of Enterprise Services Tenant Improvement. Councilmember Travis Hornby seconded the motion. Motion carried (6-0).

- C. Confluence Parkway, Project #2201.1 – Supplement #3 to Agreement with Jacobs

City Engineer Jake Lewing presented the staff report. Council commented.

Motion by Councilmember Linda Herald for City Council to approve of and authorize the City Administrator to execute Supplement #3 with Jacobs for additional owner advisor services for the Confluence Parkway project (Project No. 2201.1 and 2201.3). Councilmember Charlie Atkinson seconded the motion. Motion carried (6-0).

- D. Interlocal Agreement between the City of Wenatchee and the Wenatchee School District No. 246 for School Resource Officers

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

Motion by Councilmember Top Rojanasthien for the City Council to approve the interlocal agreement with the Wenatchee School District and authorize the City Administrator's signature. Councilmember Jose Cuevas seconded the motion. Motion carried (6-0).

- E. Amendment to Interlocal Cooperative Agreement for Columbia River Drug Task Force

Police Captain Brian Chance presented the staff report. Council asked questions.

Motion by Councilmember Keith Huffaker for City Council to approve the Amendment to the Interlocal Cooperative Agreement with the Columbia River Drug Task Force and authorize the Mayor's signature. Councilmember Linda Herald seconded the motion. Motion carried (6-0).

**F. Interlocal Agreement with Douglas County Sewer District No. 1 for Wenatchee Valley Regional Decant Facility Use**

Deputy Public Works Director Jessica Shaw presented the staff report and photos of the facility. Council asked questions.

Motion by Councilmember Charlie Atkinson for City Council to approve the Wenatchee Valley Regional Decant Facility Use Agreement with Douglas County Sewer District No. 1 and authorize the City Administrator's signature. Councilmember Travis Hornby seconded the motion. Motion carried (6-0).

**G. Interlocal Agreement with Douglas County Sewer District No. 1 for Testing Services and Drying Bed Facility Use**

Deputy Public Works Director Jessica Shaw presented the staff report and photos of the facility.

Motion by Councilmember Top Rojanasthien for City Council to approve the interlocal agreement with Douglas County Sewer District No. 1 for testing services and drying bed facility use and authorize the City Administrator's signature. Councilmember Travis Hornby seconded the motion. Motion carried (6-0).

**H. Financial Policy and Procedure Manual Updates**

Finance Director Brad Posenjak presented the staff report.

Motion by Councilmember Keith Huffaker for City Council to adopt: (a) Ordinance 2024-01, repealing Chapter 1.10 and amending Section 1.30.020 of the Wenatchee City Code relating to City finances; (b) Ordinance 2024-02, adding Section 1.08.020 to the Wenatchee City Code relating to office hours; and (c) Resolution 2024-01 amending and restating the City Financial Policy and Procedure Manual. Councilmember Charlie Atkinson seconded the motion. Motion carried (6-0).

**I. Banking Signature Authority**

Finance Director Brad Posenjak presented the staff report.

Motion by Councilmember Linda Herald for the City Council to revoke prior banking signature authority and authorize the following individuals banking signature authority, Laura Gloria, City Administrator; Brad Posenjak, Finance Director; Lisa Johnson, Assistant Finance Director. Councilmember Jose Cuevas seconded the motion. Motion carried (6-0).

J. City Project 2201.2 – South End Bike/Ped Access Bridges - Authorization to Negotiate and Execute Consultant Agreement Supplement

Engineering Services Manager Ryan Harmon presented the staff report and a Power Point Presentation. Council asked questions.

*Motion by Councilmember Travis Hornby for City Council to approve the project budget amendment and authorize the City Administrator to execute Supplement #1 with Exeltech Consulting, Inc. for design services on the South End Bike/Ped Access Bridges (Project No. 2201.2), pending WSDOT concurrence. Councilmember Jose Cuevas seconded the motion. Motion carried (6-0).*

## 5. Reports

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

- (1) He attended the modern policing event at the Pybus Event Center on Wednesday. Chief Crown was a panelist along with the East Wenatchee Police Chief, and the Douglas County Sheriff and Chelan County Sheriff. It was well attended with about 100 attendees.
- (2) The “meet and greet” for interested applicants for District 2 held on Tuesday evening was a success. So far the city has received 3 applications.
- (3) City Administrator Laura Gloria reminded everyone that applications are due tomorrow (Friday) by 5:00 p.m. for the vacant council position.
- (4) She also announced that the annual Multi-Cultural Festival is this Saturday from 10:00 a.m. to 3:00 p.m. at the Wenatchee Valley Museum & Cultural Center. The city will be presenting the Uplift Awards at 2:00 p.m.
- (5) She announced that City Clerk Tammy McCord has received her certification for Master Municipal Clerk.
- (6) Also added was that the Council packets now contain links on the agenda to the referenced pages in the packet.

b. Reports/New Business of Council Committees

Councilmember Keith Huffaker announced that the Valley Academy of Learning will be sending invites to the Mayor and Council for a presentation “Imagine the City 100 Years From Now” held on January 31 at 2:00 p.m. and February 1 at 1:00 p.m.

Councilmember Charlie Atkinson reported that he has been meeting with Department Heads and feels welcome and is learning a lot.

Councilmember Travis Hornby reported that during the New Year’s Eve celebration at Pybus Market several police were present and they interacted with the public and it was very enjoyable to have them present. There was roughly 1,000 in attendance.

Councilmember Linda Herald reported that she will be attending City Action Days on February 7-8. She encouraged the Council and especially any new Councilmembers to attend the annual conference in June as it is very educational and helpful. Also, AWC has updated information for obtaining Certificates of Municipal Leadership. She also reported that she will be attending the Columbia River Homeless Housing Task Force on January 30.

**6. Announcements**

Councilmember Charlie Atkinson announced he will be on vacation starting next Wednesday to January 28.

**7. Close of Meeting.** With no further business, the meeting closed at 6:21 p.m.

*Mike Poirier*

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Mike Poirier, Mayor

Attest:

*Tammy L. McCord*

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Tammy L. McCord, City Clerk