

# **LEAVENWORTH CITY COUNCIL STUDY SESSION MINUTES**

## **March 13, 2018**

Mayor Cheryl Kelley Farivar called the March 13, 2018 Study Session to order at 9:00 AM.

Council Present: Mayor Cheryl Kelley Farivar, Carolyn Wilson, Elmer Larsen, Mia Bretz, Margaret Neighbors, Sharon Waters, and Jason Lundgren.

Staff Present: Joel Walinski, Herb Amick, Nathan Pate and Chantell Steiner.

Mayor Farivar excused Councilmember Clint Strand.

### **1. Chamber Report**

Chamber Director Nancy Smith and Chamber President Paula Helsel updated the Council on the Spring Sensations – Taste of Leavenworth events that the Chamber puts on throughout the month of April in honor of our local fruit pears. Director Smith noted the second weekend of May will be the annual Maifest Festival with many fun events planned. She stated that the Chamber is finalizing the annual visitor guide, beginning planning for summer events and preparing for upcoming tradeshow.

### **2. Review Lodging Tax Group Funding Requests**

Finance Director Chantell Steiner reviewed the four applicants that have applied for the Lodging Tax Group Funding. She stated that three of the four are new applicants and that one applicant is requesting a fourth year due to an expansion of the event from a one-day event to a two-day event. The Council discussed the events noting some questions regarding the Infinity Cycling event that has not yet been finalized. Councilmembers discussed some funding suggestions for each of the groups and expressed the need to find out more information from the Infinity Cycling organizers. The Council suggested some minor adjustments to the application to allow for future year requests and to identify where the event organizers are from and whether they are non-profit organizations.

City Administrator Joel Walinski stated that the Autumn Leaf Festival has an additional request of \$5,000 for a total of \$30,300 from the Lodging Tax Fund that is separate from the group funding allocations. Councilmembers briefly noted that this is a worthwhile festival for funding and it is scheduled to be discussed with other requests for lodging tax funds at the Council's annual retreat. Mr. Bill Forhan spoke to the Council regarding the need for the festival to continue to receive their full requested funding again this year.

### **3. RV Park Access Requirements**

Development Services Manager Nathan Pate reviewed the City's current code language regarding RV Park access requirements and noted some concerns that have been identified. He explained that the specific issue is to consider whether to maintain the current language that states "no entrance or exit from a park shall be permitted through a residential district nor require movement of traffic from the park through a residential district." He said there are two concerns, the first being whether it is applicable to existing campgrounds, and the second being that the change could affect a future facility that may annex into the City, such as the Pine Village KOA.

He discussed some of the concerns that legal counsel has with making a change that is specific to a particular project and to ensure that changes are made to address the community as a whole and not individual locations or projects. Councilmembers discussed the need to consider future RV Parks that could also come into the community and whether a request to restrict access through residential areas would have an effect on them. Manager Pate noted that the current plan for the KOA property is to move the main access from the Riverbend Drive access to the Zelt Strasse access of which both are currently zoned as a residential district areas. Even if the road access changes, the City's code language will create an issue for the KOA on the new road that they are building. Councilmembers discussed options for allowance that could be considered, such as the type of residential zoning it is going through or use of a conditional use permit on a case by case basis. Council discussed the current access area to KOA through Riverbend Drive, how the existing access will be reduced and RV traffic will be rerouted with the new Zelt Strasse access road, and that allowance of access needs to be carefully considered regarding the use of residential zoning whether it be low density, high density or multifamily. The existing KOA RV Park currently goes through a low density residential zone and the new planned access will be a multifamily residential zone. Council discussed the history of the KOA property that existed before a majority of the residential homes along Riverbend Drive, the past agreements pertaining to the KOA, the Chelan County Conditional Use Permit for the KOA, and the current plans for the new access areas for LINK Transit and Zelt Strasse. Manager Pate suggested that staff will compile some specific recommendations for the Council to consider at a later date.

#### **4. Resolution 2-2018 Senior/Disabled Utility Discount Policy**

Director Steiner updated the Council on the recent discussions with the Finance Committee to review and update the Senior/Disabled Utility Discount Application. She said that the Finance Committee is recommending an increase in the income thresholds that have been the same for the past twelve years. Councilmembers had a brief discussion of the criteria involved to apply for the discount.

#### **5. Special Use Permit Revisions**

City Administrator Joel Walinski updated the Council on recent meetings with other local area agencies regarding large events and in particular traffic impacts for traffic flow and the ability for emergency responders to respond when necessary. He explained that the current special use permit process does not contain the necessary tools to address these impacts. He reviewed the provided sample documents to consider, including the current special use permit and code language for festivals, as well as sample documents for special events from the City's insurance provider, WCIA. He stated that the sample documents may not need to be addressed with every event but redesigning the permit application will allow the City the ability to address the various questions that need to be considered and answered with each individual event. Council discussed how events have grown over time to the point that the event may have impacts such as traffic flow, parking, and noise. Looking at having a more comprehensive application process will allow the City to consider all areas of an event and how to mitigate impacts of size, location, road closures, etc. Councilmembers discussed the need to have a more comprehensive discussion with the community to allow for an open discussion and review, and to move forward slowly on changes. Council discussed concerns with miscommunication and the need to work on providing clear communication from the City to the community regarding events and projects.

#### **6. Annual Council Retreat Meeting Topics**

Mayor Farivar reviewed the format of the annual retreat which was reviewed and recommended by the Finance Committee; noting that the agenda being presented includes many good topics. She stated that she would once again offer an opportunity for each member to suggest new ideas or concepts and asked members to consider what they might bring to the discussion. Council discussed the format of the annual meeting and how the meeting addresses high level visioning.

**7. Ordinance XXXX – Interim Controls Bitcoin High Density Loads**

Administrator Walinski confirmed that the Council has read through the materials and noted that the interim control language being presented is very similar to the recently adopted interim control by the City of Wenatchee. The Council discussed concerns with bitcoin mining occurring based on energy and noise issues that arise from these activities and noted that this interim control is necessary to continue proceeding forward with.

**8. Committee Reports and Council Open Discussion**

**a. Committee & Meeting Reports**

Councilmembers reported on the various committee meeting discussions from February. Council had brief discussions on the Icicle Brewery looking at a second location outside of the City of Leavenworth, transportation related projects and grant opportunities, the Upper Valley Park & Recreation Service Area (PRSA) levy renewal and future strategic planning, LINK Transit’s electric bus technology improvements and route/service level increases, the Legislative approval of a city burn permit process at a maximum of four times per year for brush burning due to the apple maggot quarantine, tasks of the Downtown Steering Committee to look at improvements that are needed through a master plan process of the downtown area, and an update on the Department of Transportation parking lot purchase.

**b. Open Discussion**

Mayor Farivar confirmed that the Marson & Marson Wetland Property that the City had been looking into has been sold.

**c. 2018 Board of Directors Recruitment (See Letter in Front Binder)**


Mayor Farivar asked if any Councilmembers are interested in running for the AWC Board of Director vacancy; none at this time.

Study Session adjourned at 12:20 PM.

**APPROVED**

  
\_\_\_\_\_  
**Cheryl K. Farivar**  
Mayor

**ATTEST**

  
\_\_\_\_\_  
**Chantell Steiner**  
Finance Director/City Clerk