



City of Leavenworth

700 HIGHWAY 2 / POST OFFICE BOX 287
LEAVENWORTH, WASHINGTON 98826
(509) 548-5275 / FAX: (509) 548-6429
Web: www.cityofleavenworth.com

City Council
Cheryl K. Farivar - *Mayor*
Elmer Larsen
Carolyn Wilson - *Mayor Pro-Tem*
Mia Bretz
Margaret Neighbors
Sharon Waters
Clint Strand
Jason Lundgren
Joel Walinski - *City Administrator*

LEAVENWORTH CITY COUNCIL AGENDA

Leavenworth City Hall - Council Chambers
May 8, 2018 - 6:30 PM

Call to Order

Flag Salute

Roll Call

Consent Agenda

1. Approval of Agenda
2. Approval of April 24, 2018 Regular Meeting Minutes
3. April 2018 Payroll \$227,279.33
4. 2018 Claims \$498,654.51

Public Safety Report: Sergeant Scott Lawrence, Liaison Officer

Councilmember and Committee Reports

Mayor/Administration Reports

Comments from the Public on Items Not on the Agenda

Resolutions, Ordinances, Orders and Other Business

1. Action: 2nd Reading – Ordinance 1564 – Amending Chapter 13.06 Cross Connection Control
2. Action: Resolution 7-2018 Financial Policy
3. Action: Interlocal Agreement – LINK Transit

Information Items for Future Consideration

1. Maifest – May 11-13, 2018
2. Joint Mid-Year Meeting with the Planning Commission on June 6, 2018 @ 7:00 PM

Adjournment

Council Committees - 2nd Tuesday

Economic Development 3:00

Parks 4:00

Public Works 5:00

(Next Ordinance is 1565 - Next Resolution is 08-2018)

SUPPLEMENTAL COUNCIL AGENDA

1. 2nd Reading – Ordinance 1564 – Amending Chapter 13.06 Cross Connection Control

The City Council is being asked to adopt Ordinance No. 1564, amending the City of Leavenworth Municipal Code Title 13, Water and Sewers. The proposed changes can be found in Chapter 13.06, Cross Connection Control, Sections 13.06.050 Backflow Assembly Requirements, Section 13.06.130 Testing and Repair, and Section 13.06.200 New Construction. During the Council's April 24, 2018 meeting, the first reading of revisions was conducted. Tonight, at a second reading, the Council is being asked to approve and adopt those changes. These revisions were deemed necessary to simplify the current system and better protect the City's water supply from backflow contamination.

The revisions include the following:

- All new commercial construction will be required to install a higher risk reduced pressure backflow assembly (RPBA).
- All new residential construction will be assessed by a City Cross Connection Specialist to determine the potential risk to the City water supply and the need and/or type of device necessary.
- The City Cross Connection Specialist can evaluate and assess existing or non-existing backflow control devices at residential and commercial sites and require upgrades, changes, or new installations as backflow contamination risks dictate.
- Annual testing of devices will be the sole responsibility of the owner as well as any costs associated with the testing and the possible required repairs (the City will no longer supply or organize a testing contractor).
- The City will notify all owners annually of the required inspections and completion time frames by a State certified tester, and will electronically supply all forms necessary to the tester/owners.

The following item is included under **TAB 1:**

- Ordinance 1564

MOTION: *The Leavenworth City Council moves to adopt Ordinance No. 1564, an Ordinance amending the City of Leavenworth Municipal Code regarding Cross Connection Control.*

2. Resolution 7-2018 Financial Policy

The City Council is being asked to approve the Financial Policy changes as recommended by the City Council Finance Committee. The Council will discuss the suggested changes at the morning Study Session with anticipation to approve the changes at the evening meeting.

The following items are included under **TAB 2:**

- Resolution 7-2018 Redline Changes
- Financial Policy Reserve Funds Goals versus Actual 12/31/2017
- MRSC Handout – Fund Balance and Reserve Policies

- **MOTION:** *The Leavenworth City Council moves to approve Resolution 7-2018 Amending the Financial Policy.*

3. Interlocal Agreement – LINK Transit

The City Council is being asked to review and consider approving the Interlocal Agreement between Chelan-Douglas Transportation Benefit Area (“Link”) and the City of Leavenworth. This agreement relates to the acquisition of real property necessary for construction of a vehicle turn-around by Link Transit as a part of their access roadway to Link’s proposed development of a Transit Facility and Vehicle Park & Ride. The basis of this agreement is as follows:

- Link has entered into Purchase and Sale Agreement with Willkommen, LLC to acquire interest in the real property necessary for the construction of the Turn-Around.
- Link will acquire and secure all necessary permits for the construction of the Turn-Around.
- Link will be solely responsible for designing, bidding, constructing, and installing the Turn-Around.
- The City agrees to pay or reimburse Link for one-half the cost incurred by Link to purchase or acquire the property necessary for the Turn-Around. The current estimate of the property cost is \$48,000. Closing costs should be less than \$4,000.
- Upon completion of the construction and installation of the Turn-Around, Link will convey and dedicate the property (including the Turn-Around) to the City.
- In the event of future sale of the property by the City, Link shall be entitled to share equally in the proceeds of such sale.
- This agreement shall remain in effect until the dedication or conveyance of the property is made by Link to the City.
- Termination of this agreement shall not terminate any warranties transferred to the City and shall not terminate any future sale obligations.

A final working draft of the Interlocal Agreement is available in the packet materials. At this time, the City Attorney and Link Attorney are reviewing the final agreement and exhibits. The motion Tuesday evening, if approved by the City Council, should be subject to final approval by the City Attorney as to form.

Transportation Benefit District (TBD) funds could be allocated for the shared cost and purchase of the property since the future use is a street and right-of-way.

The following items are included under **TAB 3:**

- Draft Interlocal Agreement with draft Exhibits
- Interlocal Cooperative Agreement between Link and City of Leavenworth 03/28/2017
- **MOTION:** *The Leavenworth City Council moves to approve and authorizes the Mayor to sign the Interlocal Agreement between the City of Leavenworth and Chelan-Douglas Public Transportation Benefit Area (“Link”).*