

LEAVENWORTH CITY COUNCIL MINUTES
May 9, 2017

Mayor Farivar called the May 9, 2017 Leavenworth City Council meeting to order at 6:30 PM and Councilmember Wilson led the City Council in the Flag Salute.

ROLL CALL

Council Present: Mayor Cheryl K. Farivar, Carolyn Wilson, Gretchen Wearne, Elmer Larsen, Mia Bretz, Margaret Neighbors, and Sharon Waters.

Staff Present: City Administrator Joel Walinski, City Attorney Tom Graafstra, Chantell Steiner, Nathan Pate, Herb Amick, and Sue Cragun.

Mayor Farivar excused Councilmember Richard Brinkman from the meeting.

APPROVAL OF THE CONSENT AGENDA

Consent Agenda

1. Approval of Agenda
2. Approval of April 25, 2017 Regular Meeting Minutes
3. April 2017 Payroll \$202,622.86
4. 2017 Claims \$637,481.78

Councilmember Neighbors motioned to approve the consent agenda. The motion was seconded by Councilmember Wilson and passed unanimously.

PUBLIC SAFETY REPORT: SERGEANT BRUCE LONG, LIAISON OFFICER

None.

COUNCILMEMBER AND COMMITTEE REPORTS

Councilmember Waters reported that she attended the Upper Valley Park & Recreation Service Area (PRSA), Design Review Board, Residential Advisory Committee (RAC), and Festhalle Oversight Committee meetings; she also attended the Small Cities Connection presentation and meeting in Pateros, the Study Session, Parks Committee, Public Works Committee, and Public Safety Committee meetings. She briefly updated the Council regarding the highlights of the Small Cities Connection meeting.

Councilmember Neighbors reported that she attended the Chelan County Solid Waste Council, Ad Hoc Skatepark, Festhalle Oversight, and Parks Committee meetings. She reported that the Skatepark Ground Breaking Ceremony will take place on May 10th at 4:00 PM.

Councilmember Bretz reported on the Public Works Committee meeting and stated that the group reviewed the Riverbend Drive Waterline project, the Transportation Improvement Board

(TIB) Whitman, Commercial, and Enchantment Way Street Improvements, the location of the new PUD substation, the Request for Proposal (RFP) for the Utility Regionalization Study, and the water meter project grant for smart meters. She then reported that she attended the Cascade Medical Center Community Leader Dinner, which the group discussed how to better connect with the Community. On a final note she reported on the Upper Valley Park & Recreation Service Area (PRSA) special meeting and stated that the Committee discussed their future financial plan, growing the PRSA to include additional area and activities; Community outreach will be discussed at the next meeting.

Councilmember Larsen reported that he attended the Residential Advisory Committee (RAC) meeting and stated that the Committee discussed various ways to show appreciation for the locals and had a discussion regarding the ideas that came from the Housing Affordability Task Force.

Councilmember Wearne announced that Maifest is taking place the weekend of May 13th.

Councilmember Wilson reported that she attended the Parks, Upper Valley Park & Recreation Service Area (PRSA), and Public Safety Committee meetings; she will be reviewing the City's annual report next week.

MAYOR/ADMINISTRATION REPORTS

Mayor Farivar reported that she attended the Residential Advisory Committee (RAC) meeting and an Executive Board meeting for the Chelan Douglas Transportation Council. She then reported on the morning Study Session meeting and stated that the Council received a report from the Chamber of Commerce, received a presentation from Fire District Chief Kelly O'Brien on the proposed levy increase for the Fire District, reviewed the draft Six-Year Transportation Improvement Plan, had a discussion regarding part time staff hourly wages and potential parking rate changes, discussed the Chelan County Comprehensive Flood Hazard Management Plan, reviewed a Proclamation – Statement of Intolerance, and had an open discussion by the Council.

City Administrator Joel Walinski reported on the Festhalle Oversight Committee meeting and stated that the Committee reviewed and discussed the Operations Consultant Proposal with Ms. Michele Harrod for management of the Leavenworth Festhalle.

Finance Director Chantell Steiner reported on the status of a temporary Interfund Loan regarding the Water Fund. She stated the details and will report on the results at a later meeting.

Development Services Manager Nathan Pate reported that the group of volunteers who had been tasked with delivering the door hanger education regarding short-term rentals have been unable to begin the assignment; he is working on finding a new organization to complete the task. AmeriCorps in Wenatchee was suggested as a viable contact.

COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

None.

GROUP FUNDING REPORT: LEAVENWORTH FIREFIGHTER CHALLENGE

Mr. Michael Cummings representing the Leavenworth firefighter challenge reported on the recent Firefighter Challenge. He stated that the event was a huge success and thanked the Council for their support in providing the group with \$5,000 in Lodging Tax Group Funding. He said that the event organizers initially planned for 100-200 runners, 45 people signed up for the race, 39 raced, and 38 finished the event. He briefly shared highlights from the event and stories from visitors. He confirmed that a portion of the proceeds were dedicated to the Fallen Firefighter Foundation and the Wildland Firefighter Fund.

PUBLIC HEARINGS ON ALLEY VACATION REQUEST AT 6:30 PM

1. Betz Property

Mayor Farivar opened the Public Hearing at 7:01 PM.

Development Services Manager Nathan Pate displayed the area requested for vacation on the overhead. He stated that the applicant had previously requested the same area for vacation, although the area was being used for snow storage by the City at that time and subsequently rejected for vacation; the surrounding properties have since been vacated and the area requested is no longer used by the City. He confirmed that there are no known city utilities or other municipal infrastructure located within the defined property.

Ron Riter, 106 River Street, Leavenworth; Mr. Riter stated that his property is next door to the subject property, stated that he is in favor of the vacation, and questioned if the ability to vacate property abutting a portion of his property is viable as well. Mayor Farivar confirmed that he would need to submit an application.

There was a brief discussion of the location of the exact property being vacated.

Mayor Farivar asked if anyone else from the public would like to comment; hearing none, she closed the Public Hearing at 7:08 PM.

2. Boyd Property

Mayor Farivar opened the Public Hearing at 7:10 PM.

Development Services Manager Nathan Pate displayed the area requested for vacation on the overhead. He stated that the Council is being asked to consider the alley vacation in exchange for an equitable public easement; Mr. Boyd has requested that the alley be relocated in lieu of processing an appraisal and providing payment to the City. Manager Pate stated that the applicant will need to provide valuation of the area being vacated if requested by the Council and noted that the Council has studied this topic in detail at a previous Study Session meeting. There was a brief discussion regarding uses for the new alley and City Attorney Graafstra clarified that the alley will not be made available for public use, it is strictly for a utility easement.

Mayor Farivar asked if anyone from the public would like to comment; hearing none, she closed the Public Hearing at 7:17 PM.

RESOLUTIONS, ORDINANCES, ORDERS AND OTHER BUSINESS

1. Ordinance 1546 – Alley Vacation Request – Betz Property

Development Services Manager Nathan Pate stated that the City Council is being asked to adopt Ordinance No. 1546 for the vacation of a City owned alley as requested by Mr. James Betz. He confirmed that all public noticing and review requirements have been completed.

Councilmember Bretz motioned to adopt ordinance 1546 Betz Alley Vacation. The motion was seconded by Councilmember Larsen and passed unanimously.

2. Ordinance 1547 – Alley Vacation Request – Boyd Property

Development Services Manager Nathan Pate stated that the City Council is being asked to adopt Ordinance No. 1547 for the vacation of a City owned alley as requested by Mr. Lyman Boyd. He confirmed that all public noticing and review requirements have been completed. Mayor Farivar questioned the necessity of an appraisal, as the properties being exchanged are similar in nature. Attorney Graafstra confirmed that the use of an appraiser is in the City's discretion.

Councilmember Waters motioned to adopt ordinance 1547 Boyd Alley Vacation. The motion was seconded by Councilmember Neighbors and passed unanimously.

3. Professional Services Agreement – HDR for Utility Rate Study

City Administrator Joel Walinski stated that the City Council is being asked to review and approve of a Professional Services Agreement (PSA) with HDR Engineering for the completion of a Utility Rate Study. He stated that the Study consists of a review of the City's water, sewer, garbage and stormwater rates, and also the cost of service and fairness of the rate charges between the residential and commercial areas. He confirmed that the total cost of the study is \$59,950, although the contract is written with a not to exceed cost of \$60,000. He said that the Study will take approximately six months to complete and noted that the Utility Rate Study will also be used to complete the Utility Regionalization Study. There was a brief discussion of the Utility Rate Study covering water usage and not water leakage.

Councilmember Bretz motioned to approve and authorizes the Mayor to sign the professional service agreement with HDR Engineering for the completion of a Utility Rate Study at a not to exceed fee amount of \$60,000. The motion was seconded by Councilmember Wilson and passed unanimously.

4. Whitman/Commercial/Enchantment Bid Award

Public Works Director Herb Amick stated that the City Council is being asked to review the bid results for the Whitman/Commercial/Enchantment Asphalt Improvement Project. He said that the City received one bid from Central Washington Asphalt in the amount of \$488,041.90; the

engineer's estimate for the project is \$342,400. He said that there are three options for the Council to consider; the bid may be accepted in the excess of the engineer's estimate, the bid may be rejected and go out to rebid this season, or the bid can be rejected and authorize a rebid in early 2018.

Director Amick stated that the Public Works Department has photographed the Leavenworth streets with the greatest need of repair; those 15 streets were displayed on the overhead. He went on to explain that the City's Transportation Benefit District (TBD) funds that were originally earmarked for the Asphalt Improvement Project may now be reallocated this year to complete repairs to the City's residential streets; many streets are in need of asphalt patching and overlay. Mayor Farivar stated that she would like the Council to prioritize the repair work. Councilmember's agreed that it makes sense to complete the repair work on the residential streets this year. Public Works Director Amick stated that he will provide a quote for the asphalt repairs at an upcoming meeting for further review and approval.

Councilmember Larsen motioned to hereby reject the bid received by Central Washington Asphalt for the Commercial Street / Whitman Street Asphalt project and authorize to rebid the project in January. The motion was seconded by Councilmember Bretz and passed unanimously.

5. Local Improvement District 24 Assessment Process / Bond Purchase

City Administrator Joel Walinski stated that this time is being allocated to discuss the procedures for moving forward with the final implementation and assessment of the Local Improvement District (LID) 24 for the Meadowlark Water/Sewer Line Extension and Sewer Lift Station project that is nearly complete. He said that the project was initiated at the request of the property owners who petitioned for the project and establishment of the LID; the project is nearing completion at this time and Staff will be putting together public notice for the benefiting property owners. He confirmed that the project cost will be approximately \$890,000, the initial estimate was \$960,000, the assessment will be calculated and sent to each property owner, a date will be set for a public hearing, and then the Council will decide on moving forward with the assessment and the bond process. He said that initially, \$193,000 was identified for support of the Meadowlark Project by the City for deferment of costs for the affordable homes; the project was canceled and the Council now needs to determine how they would like to address the \$193,000. The Council agreed with option 5 which removes the City's previous support of the \$193,000, allowing all costs to date to be assessed back to the petitioners and provides full funding back to the City's Funds that have provided the funding for the project. The Council stated that this option gives the City the most flexibility for future affordable housing requests and commitments.

Councilmember Wilson motioned to recommend Option 5 from the options listed above to calculate the final assessment amounts for LID #24. The motion was seconded by Councilmember Waters and passed unanimously. (Option 5 allocates full project costs to be assessed against the petitioners with no City funds to be used to offset any part of the assessments.)

INFORMATION ITEMS FOR FUTURE CONSIDERATION


Mayor Farivar stated that Candidate Filing Week is May 15th – 19th for City Council Positions 4, 5, 6 and 7, and that the joint mid-year meeting with the Planning Commission is on June 27, 2017.

ADJOURNMENT

Seeing no other business, Councilmember Larsen motioned to adjourn the May 9, 2017 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Wilson and passed unanimously.


The meeting adjourned at 7:50 PM.

APPROVED



Cheryl K. Farivar
Mayor

ATTEST



Chantell Steiner
Finance Director / City Clerk