

LEAVENWORTH CITY COUNCIL MINUTES
August 14, 2018

Mayor Farivar called the August 14, 2018 Leavenworth City Council meeting to order at 6:30 PM and Leavenworth Echo Reporter Kalie Drago led the City Council in the Flag Salute.

ROLL CALL

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

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

APPROVAL OF THE CONSENT AGENDA

Consent Agenda

1. Approval of Agenda
2. Approval of July 10, 2018 Regular Meeting Minutes
3. Approval of July 10, 2018 Study Session Minutes
4. Approval of July 20, 2018 Special Meeting Minutes
5. June 2018 Payroll \$225,632.77
6. July 2018 Payroll \$255,191.08
7. 2018 Claims \$625,817.84

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

PUBLIC SAFETY REPORT: SERGEANT SCOTT LAWRENCE, LIAISON OFFICER

Chelan County Sheriff Sergeant Scott Lawrence reported on the current Sheriff Report for the month of June and provided information on the calls for service that have taken place around the City of Leavenworth and nearby surrounding areas. He stated the numbers of incidents, citations, traffic accidents, alarm calls and arrests and compared those to the prior month of May. There was a brief discussion regarding a recent dangerous dog situation.

COUNCILMEMBER AND COMMITTEE REPORTS

Councilmember Bretz reported on the Public Works Committee meeting and stated that the group discussed the Waste Management contract changes in regard to potential services in the residential areas, alley way improvements, and the Highway 2 Crosswalk project bid opening. She said that the Crosswalk bid came in substantially higher than the engineer's estimate; consequently, that will go out for another bid. She reported that the City has submitted a grant application for a Transportation Improvement Board (TIB) Grant for pavement improvements; notification of that award will take place in November of this year. On a final note, she stated

that there was a Pine Street project update; the right-of-way work has begun, the project is scheduled to go out to bid in February of next year, and there will be a Public Open House in November to review the 90% engineering plans.

Councilmember Neighbors reported on the Parks Committee meeting and stated that the group discussed the Waterfront Park Playground; the playground equipment installation will be completed in September and the City will hold a ribbon cutting ceremony. There was discussion of the Enchantment Park lighting improvements going out to bid and the availability of the kiosk at the Icicle Road access. On a final note, she confirmed that the water bottle filler at Enchantment Park has been installed.

Councilmember Lundgren reported on the Economic Development Committee meeting and stated that the group reviewed the capital budget, upcoming projects, and will be developing priorities. He said that the Front Street Master Plan is coming along and that the City will likely hold a Public Open House in September/October of this year.

MAYOR/ADMINISTRATION REPORTS

Mayor Farivar reported on the morning Study Session meeting and stated that the Council received a report from the Chamber of Commerce, had a discussion on the traffic study with WSDOT North Central Region Planning Manager Nick Manzano, and had a discussion on the budget processes. She said that the Council received updates on the park improvements, P1/P2 parking lot improvements, business licenses and regulations, and sewer line camera grant. The Council reviewed the SCJ Alliance Development Services Contract and had an open discussion with the Council.

City Administrator Joel Walinski reported on the Festhalle Oversight Committee and stated that the Committee has made a recommendation to increase the rental rates for the 2019 and 2020 calendar years; those rate increases will come before the Council at the next City Council meeting.

City Attorney Tom Graafstra noted that the comment period regarding the proposed Adventure Park project is closed as of today at 5:00 PM. He added that the seven (7) day appeal period begins tomorrow, August 15, 2018. **(A subsequent public correction was published that the SEPA Appeal process will not begin until a final SEPA determination is made).** He went on to briefly explain the Notice of Appeal process.

COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

Duane Goehner, 11610 Riverbend Drive, Leavenworth; Mr. Goehner provided a copy of a resolution to the Mayor and Council. The resolution is from The Friends of Leavenworth and requests that the City Council vote to amend the City peak traffic volume policy within its 2017 Comprehensive Plan from weekdays to weekends immediately; or alternatively, while the Traffic Corridor Study is underway, require that developers conduct a Traffic Impact Analysis that includes both weekday and weekend traffic data to be used in SEPA Determinations.

Pat Jefferson, 110 Icicle Road, Leavenworth; Ms. Jefferson stated that she has lived in the Leavenworth area for five years now and is an active member of the community. She is concerned about the traffic that will be generated by the Adventure Park and noted that the use of weekday traffic manipulates the data to ensure the construction of the park. She is also concerned about the noise, her property value, and quality of life.

Wayne Pravitz, 110 Icicle Road, Leavenworth; Mr. Pravitz stated that he lived in Leavenworth 40 years ago, has retired, and returned back to the area. He spoke to the activities that Leavenworth has to offer, he is concerned about the park bringing traffic and noise problems, and he noted the inadequate parking and added pedestrian traffic. He asked that the Council members relay the residents' concerns to the Hearing Examiner and vote to deny the Conditional Use Permit (CUP).

Zeke Reister, 508 Ash Street, Leavenworth; Mr. Reister addressed the proposed Adventure Park and stated that the LMC requires 163 parking stalls for the Adventure Park. He said that he questions the parking study and the busy intersection. He said that he completed his own traffic count and went on to report the numbers of cars that he counted. He reiterated that Leavenworth's peak traffic is on the weekend and not the weekday.

Momi Palmiere, 426 Ash Street, Leavenworth; Ms. Palmiere stated that she has lived in Leavenworth since 1997 and wants the City to protect what we have. She said that the owners of the Adventure Park should provide more than ample parking for all visitors and pay for a traffic light or increased lanes to handle the traffic. She noted the parking requirements for a Bed & Breakfast and said that the City doesn't make the large businesses do the same.

Craig Hess, 125 Pine Street, Leavenworth; Mr. Hess spoke to the Adventure Park and stated that it was good that the annexation took place, and now the City Council needs to listen to what the residents have to say. He said that this is tied to traffic; the City pays the Chamber of Commerce \$600,000 per year to advertise and bring visitors to Leavenworth, which is compounding the problem. He suggested that the City no longer advertise because the City is compounding the traffic / tourism problem.

PUBLIC HEARING ON SIX-YEAR CAPITAL FACILITIES PLAN AT 6:30 PM

Mayor Farivar opened the public hearing at 7:08 PM.

City Administrator Joel Walinski addressed the City's six-year Capital Facilities plan and explained that the plan is a compilation of the 20-year plan for Water, Sewer, Transportation, Parks / Recreation, and Capital Facilities, although the six-year Capital Facilities plan addresses a shorter time and includes priority projects the City is working to complete within the next six years. . He said that the City then budgets for the six-year projects, develop funding, and prioritize. He went on to address the individual projects from the plan, each projects associated funding, and projects that are important to the community but are not yet fully funded. The Council briefly discussed the idea of expanding restroom facilities around the City. Councilmember Bretz stated that she is very proud of the Plan and for all of the good that it does for the community.

Mayor Farivar asked if there were any questions from the public, hearing none, she closed the public hearing at 7:18 PM.

RESOLUTIONS, ORDINANCES, ORDERS, AND OTHER BUSINESS

1. Resolution 12-2018 Amending Six-Year Capital Facilities Plan for 2019-2024

Councilmember Lundgren motioned to approve Resolution 12-2018 Amending the Six-Year Capital Facilities Plan for 2019 – 2024. The motion was seconded by Councilmember Neighbors and passed unanimously.

2. Mayoral Appointment of Mr. Steve Scott to the Festhalle Oversight Committee

City Administrator Joel Walinski stated that City Council is being asked to confirm the Mayoral appointment of Mr. Steve Scott to the Festhalle Oversight Committee; all Festhalle Oversight Committee members shall be appointed by the Mayor with confirmation by the City Council. He added that Mr. Scott owns the Alley Café in Leavenworth and is a caterer throughout the valley. He was also one of the original members of the Leavenworth Civic Center Foundation Board and has been recommended by the Festhalle Oversight Committee.

Councilmember Strand motioned to confirm the Mayoral appointment of Steve Scott to the Festhalle Oversight Committee for the remaining portion of a three (3) year term. The motion was seconded by Councilmember Waters and passed unanimously.

3. Mayoral Appointment of Mr. Martin Szuster to the LAP (Leavenworth Area Promotions) Committee

City Administrator Joel Walinski stated that the City Council is being asked to confirm the Mayoral appointment of Mr. Martin Szuster, replacing Mr. Gary Thebault, to the Leavenworth Area Promotions (LAP) Committee. He stated the makeup of the Committee and noted that Mr. Szuster will represent the Lodging Association Members. He added that Mr. Szuster is a Leavenworth area resident, business owner, Director at Zillow Group, and has good insight into the travel industry. Mr. Szuster was also recommended to serve on the Committee by the Leavenworth Lodging Association.

Councilmember Neighbors motioned to confirm the Mayoral appointment of Martin Szuster to the Leavenworth Area Promotions Committee as the third representative of the Lodging Association Members. The motion was seconded by Councilmember Wilson and passed unanimously.

4. A&W Paving – P1 / P2 Pavement Improvements Contract

a. Resolution 13-2018 Sole Source Vendor

Public Works Director Herb Amick stated that the City Council is being asked to approve Resolution 13-2018, which authorizes waiving the competitive bid requirements for

contracting services by A&W Paving for asphalt repair work. He said that the repair work consists of double shot chip seal and A&W Paving is the only contractor within the area that performs this type of work.

Councilmember Strand motioned to approve Resolution No. 13-2018 waiving the competitive bid process for the City of Leavenworth – 2018 Asphalt Double Shot Chip Seal Repair Work at the P1 and P2 Municipal owned parking lots. The motion was seconded by Councilmember Wilson and passed unanimously.

b. Contract Approval

Public Works Director Herb Amick stated that the City Council is being asked to approve the P1/P2 Parking Lot Pavement Improvement Contract provided to the City by A&W Paving, Inc. with a combined bid amount of \$57,600 excluding Washington State Sales Tax. He noted that the chip seal spot repair for the P1 Parking Lot will cost \$16,000 and the total chip seal repair work for the P2 Parking Lot will cost \$41,160. He noted that the Transportation Benefit District (TBD) Fund will fund this project.

Councilmember Larsen motioned to approve and authorizes the Mayor to sign the contract for A&W Paving for the P1 / P2 Asphalt Double Shot chip Seal Repairs not to exceed \$57,600 excluding Washington State Sales Tax. The motion was seconded by Councilmember Lundgren and passed unanimously.

5. PUD Agreement for Streetlights

City Administrator Joel Walinski stated that the City Council is being asked to approve an agreement with Chelan County Public Utilities District (PUD) for the monthly utility fees related to public street lighting. He said that the agreement is an update to an existing agreement and deemed necessary, as all of the City's street lighting is being converted to LED Lighting. He noted that all of the communities within the County are participating in this program.

Councilmember Bretz motioned to approve and authorizes the Mayor to sign the Street Light Agreement with the Chelan County Public Utilities District. The motion was seconded by Councilmember Larsen and passed unanimously.

6. SCJ Alliance – Development Services Contract

City Administrator Joel Walinski stated that the City Council is being asked approve an agreement with SCJ Alliance for assistance and staffing with regard to the Development Services Department. He noted that the additional staffing resources will be necessary due to the resignations of Development Services Manager Nathan Pate and Assistant Planner Cary Siess. He briefly reviewed the scope of work and necessary responsibilities and confirmed that the contractual amount is a not to exceed amount of \$75,500. Councilmembers briefly discussed the interview process with Mayor Farivar and Administrator Walinski.

Councilmember Bretz motioned to approve and authorizes the Mayor to sign a Professional Services Agreement with SCJ Alliance, Inc. for the not to exceed amount of \$75,500; furthermore, Ms. Charity Duffy of SCJ Alliance shall have the duties and responsibilities of the Community Development Director/Development Services Manager. The motion was seconded by Councilmember Waters and passed unanimously.

7. 2007 Genie Lift Unit 2086 Purchase

Public Works Director Herb Amick stated that the City Council is being asked to authorize the expenditure of funds for the purchase of a used 2007 Genie Lift Unit 2086 in the amount of \$39,500 excluding tax. He said that the City's Equipment Rental & Revolving (ER&R Fund) schedule identified the purchase of a lift in the 2018 Budget, which includes an estimated cost of \$85,000. He provided the Council with the four estimates that were considered.

Councilmember Larsen motioned to approve the purchase of a 2007 Genie Lift Unit 2086 in the amount of \$39,500.00 excluding tax and license. The motion was seconded by Councilmember Strand and passed unanimously.

8. Resolution No. 14-2018 Mosquito Control District #2 Consent of Annexation

Finance Director Chantell Steiner stated that the City Council is being asked to approve a request from Chelan County Mosquito Control District #2 (District), which will allow an area of the City to be annexed into the District. She explained that there have been recent annexations into the city limits that were not a part of the original Mosquito District boundaries, although the District currently provides services to those areas. She went on to explain the legal process that is necessary in order to change the District's boundaries and noted that Resolution 14-2018 gives the District permission to move forward with the annexation.

Councilmember Lundgren motioned to approve Resolution No. 14-2018 consenting to the annexation of a portion of the City into Chelan County Mosquito Control District No. 2. The motion was seconded by Councilmember Larsen and passed unanimously.

INFORMATION ITEMS FOR FUTURE CONSIDERATION

Mayor Farivar stated that the Mayor's Annual Breakfast at the Wild Huckleberry will take place on August 21, 2018 from 7:00 AM – 9:00 AM, the Transportation Benefit District (TBD) meeting will immediately follow the regular Council meeting, and the Finance Committee will review the draft budget on August 28, 2018.

EXECUTIVE SESSION: RCW 42.30.110 (1)(g) STRATEGY POSITION and 42.30.140 (4)(b) WAGES AND COLLECTIVE BARGAINING

Councilmember Neighbors motioned to permit City Administrator Joel Walinski to act as temporary City Clerk for the Executive Session. The motion was seconded by Councilmember Strand and passed unanimously.

Councilmember Neighbors motioned to enter into Executive Session at 7:49 PM for approximately 15 minutes to discuss strategy, position, professional negotiations, and wages / Collective Bargaining with no action to be taken. The motion was seconded by Councilmember Strand and passed unanimously.

Mayor Farivar reconvened the Regular Council meeting at 8:04 PM.

ADJOURNMENT

Seeing no other business, Councilmember Neighbors motioned to adjourn the August 14, 2018 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Waters and passed unanimously.

The meeting adjourned at 8:05 PM.

APPROVED



Cheryl K. Farivar
Mayor

ATTEST



Chantell Steiner
Finance Director / City Clerk