

LEAVENWORTH CITY COUNCIL STUDY SESSION MINUTES

September 12, 2017

Mayor Cheryl Kelley Farivar called the September 12, 2017 Study Session to order at 9:00 AM.

Council Present: Mayor Cheryl Kelley Farivar, Elmer Larsen, Gretchen Wearne, Mia Bretz, Margaret Neighbors, Richard Brinkman, and Sharon Waters.

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

Mayor Farivar excused Councilmember Carolyn Wilson.

1. Chamber Report

Chamber President Paula Helsel updated the Council on recent meetings regarding the upcoming Christmas Lighting Ceremonies and follow-up regarding last meetings discussion for food vendors and crafts to be held in the Festhalle on Christmas Day. The Chamber is currently reaching out to local restaurants to see who will be available to provide quick bites to eat rather than a sit-down style of dinner. She stated that they have noticed a number of private benches that have been removed in the downtown in front of some businesses to deter issues with homeless people sleeping on them throughout the day; the Chamber is looking at new style of bench that would still be comfortable but not encouraging to sleep on. Manager Pate noted that his department can work with them on ideas and noted that LINK Transit has come up with some nice benches that have dividers in the center that would assist in deterring this issue. Ms. Helsel provided some updates on recent travel writers and working on setting up the annual Christmas Lighting Snow Trains. City Administrator Joel Walinski gave a brief update on the discussions for the Christmas Snow Trains, the need for security personnel to assist in traffic control and to consider other options such as having events on Sunday; although, this was not finalized as an option for this year. He described the challenges of getting the busloads of people from the center of downtown back to the trains in a timely manner to allow for the trains to stay on schedule. Ms. Helsel added that the Chamber is looking forward to reviewing the results gathered thus far on the parking study and noted concern at a recent online post from Chelan County Emergency Management. In closing, she stated that the Ski & Stay program is in place and ready for the season to begin, she noted the smoke concerns with cancellations the past few weeks, and the success of the pop-up events that the Chamber conducted in the Seattle area this summer.

2. Oktoberfest Special Use Permit Update

City Administrator Joel Walinski updated the Council on the Oktoberfest event history over the past several years. Over that period, the Mayor's Festival & Events Committee has looked at issues concerning the large events, such as Oktoberfest, that have been addressed over time with increased security patrols. He proceeded to review the planned schedule for security this year to include a mix of Sheriff Deputies and City of Wenatchee Police Officers; he noted that the one change is a small reduction of officers from last year on the Friday evenings only. He then reviewed a recent meeting with himself, Mayor Farivar, the Sheriff's Office and Projekt Bayern regarding who will be responsible for payment of the additional officers. He stated that the City's financial responsibility will be capped at \$7,000 while Projekt Bayern will cover additional costs; he noted that the City's portion is specific to additional patrols in the residential

area and ensuring safety in the downtown for areas that are outside of the fenced area for the Festival. Administrator Walinski then reviewed the area that will be fenced for the event and the planned locations for additional port-a-potties at specific locations in other parts of town to address past issues with public urination and litter. He noted the lease agreement with Projekt Bayern to cover the loss of parking revenue to the City for lots P1, P2 and P3 that has been under discussion for renewal at the past rate of \$50,000 per year. He added that Projekt Bayern would like to discuss some of the language of the lease agreement as it was originally designed when it was still owned by the Nelson Family Trust; at this time, the agreement will carry forward as intended.

3. Pine Street Design and Engineering Update – Steve Marsh

Steve Marsh with TD&H Engineering provided the Council with handouts on the current Pine Street Design and gave a brief history on the City's funding applications and developer related participation for upcoming costs. He noted that the City has acquired a significant portion of the funding to begin the project. He proceeded to review the sections of the engineer drawings that depict the location of the sidewalks, parking, asphalt shared use path (requires a minimum of 10-foot wide per Federal regulations), and the design of the asphalt surface that has potential drainage concerns in some locations along the road. He discussed the need to address the drainage concerns through the process of building up the centerline to create a slight slope effect through tapered grinding towards the north side of the road. The cost, with this solution, will be approximately \$35,000 compared to a significant increase in construction to tear out the entire north side and rebuild those sections. He identified locations along the north and south side of the road that catch basins will be installed to deter water underground in addition to the swale locations that were designed to assist in snow storage and melt off. He discussed some new challenges that have occurred with the phased construction of the Pinegrass Project on the north side that may affect right-of-way acquisitions on the south side.

The Council discussed options to remove parking along the west and south side to accommodate the loss of road access from construction that has already occurred on the north side. The Council noted that parking will be critical between Cascade Street and Ski Hill to accommodate the funeral home, the School District and some of the residential homes. One option for swale areas is to consider using large river rocks instead of grass that could be overtaken by weeds over time; this can be more aesthetically pleasing over time and would require less annual maintenance. The Council continued to discuss options for on street parking along the roadway and whether it should be allowed on any portion of the road; the Council discussed impacts to current residents and how they are already parking within the City's right-of-way. A critical step, as this project moves forward, is to plan and schedule public meetings and to take in comments and suggestions from impacted property owners. The Council discussed the timeframe to stake the property and provide notice within the next several weeks with a planned meeting to occur on the evening of Wednesday, October 25, 2017 at 7:00 PM at the Festhalle. Staking of the ROW property would be completed either on or prior to October 23, 2017.

Mr. Marsh gave a brief update on the Highway 2 Crosswalks Project noting that final design with amended changes has been completed and is in process of review with the Department of Transportation.

4. Review of 2017 Water System Plan and Water Use Efficiency Goals

Public Works Director Herb Amick discussed with the Council the Water System Plan and the requirements to review the plan from time to time with the Department of Health. He noted that a recent change that required renewal of the plan every seven years is now being updated to every ten years. He stated that the City currently has adequate supply to meet demands today and into the next twenty years; however, planning beyond this period will require additional water rights for the City and the change of interruptible water rights for the use of the City wells. At this time, there are improvements identified to the system in the range of \$12-\$13 Million with approximately \$2.5 Million in existing deficiencies, \$7 Million in facility improvements, and \$3 Million in future growth needs. Director Amick and Administrator Walinski discussed the need to plan and improve efficiencies through the approval of the Water Use Efficiency Goals and ways that the City already informs the public on improving water use, conservation and leak detection. Through good controls, the City can reduce water loss concerns; the need to address and replace the current aging water meters is one of the top priorities to be addressed.

Administrator Walinski talked about the City Council using a moratorium in the past to halt some level of growth as the City worked on water rights that were depleting quickly during high development; at this time, the City is working with the Department of Ecology and the Wenatchee Water Reserve and a coordinated cost reimbursement program to acquire necessary water rights for the City into the next fifty years. He noted some concerns with residents living along the urban growth area and out the Icicle that could affect the City's ability to provide water to those County residents. This is partly due to more density occurring in the past several years in these County areas, he stated that there will need to be discussions to address the water availability and how that will affect County applicants to the City for water access and whether the City wants to consider the sale of access to water to a greater number of non-city residents. The Council discussed challenges with growth, working with the County on density, state and federal level regulations and the increase in water use from expanding homes and overnight rentals. Administrator Walinski stated that one of the first priorities within the capital plan will need to be addressed will include a planning assessment of the current plant facilities to consider rebuilding current equipment versus purchasing new equipment with better technology.

5. Comprehensive Plan Review

Development Services Manager Nathan Pate discussed how the City creates regulations for development that are then incorporated into the Comprehensive Plan to meet state requirements. He stated that the goals and policies that are created, specifically to commercial and residential development in Leavenworth, are critical to the overall Comprehensive Plan being effective and working as intended. The Planning Commission has been reviewing and redlining changes within each of the elements over the past couple years to bring the City to the draft plans. He noted that nearly the entire document contains amendments; however, today's discussion will only cover the highest level of impacts included. He discussed how elements overlap each other in various ways for clear and effective use by developers and city staff; he noted the difference in how goals start as a broad goal in the Comprehensive Plan and how the goals become more defined through design criteria and project review. Manager Pate noted several elements that included major changes that allowed for significant input from the public through Planning Commission meetings. He stated that the highest level of changes occurred in the Capital Facilities, Economic Development, Housing, Land Use, Parks and Recreation, Transportation and Utilities Elements. Within the packet materials are some of the specific changes to each of these elements that the Council and public can review in more detail from the draft changes on the City's website.

6. Chelan County Solid & Hazardous Waste Interlocal Agreement

Administrator Walinski provided the Council with a brief history and mission of the Solid & Hazardous Waste Committee that oversees events such as the special days for disposing of household goods that are not allowed to be put into the landfill. The Committee's funding is designed to administer the programs themselves and not necessarily the actual costs of disposal; a small fee is charged to users on a daily basis to fund those programs. The funding within this agreement pays for the Solid Waste Advisory Council (SWAC) and the support of programs and projects of a regional nature. The Council reviewed Sections 11.6 and 11.7 that discuss the percentages to be charged by each Community's population. In another paragraph there is an unknown factor that increases the costs for Chelan and Leavenworth due to tourism. The concern with this adjustment is that the cities are already paying into the daily dumping fees that fund the special programs; therefore, this unknown adjustment creates disparity in how much is being paid by the City of Leavenworth or City of Chelan. Several members would like to have more clarification of the calculation prior to approval of the contract.

7. Council Open Discussion

Councilmember Neighbors stated that the dedication of the new water bottle filling station in Front Street Park was rescheduled to next week on the 21st at 10:00 AM.

Study Session adjourned at 12:03 PM.

APPROVED



Cheryl K. Farivar
Mayor

ATTEST



Chantell Steiner
Finance Director/City Clerk