

## **LEAVENWORTH CITY COUNCIL MINUTES**

### **September 26, 2017**

Mayor Farivar called the September 26, 2017 Leavenworth City Council meeting to order at 6:30 PM and Attorney Emily Guildner led the City Council in the Flag Salute.

### **ROLL CALL**

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

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

Mayor Farivar excused Councilmembers Gretchen Wearne and Richard Brinkman from the meeting.

### **APPROVAL OF THE CONSENT AGENDA**

#### Consent Agenda:

1. Approval of Agenda
2. Approval of September 12, 2017 Regular Meeting Minutes
3. Approval of September 12, 2017 Study Session Minutes
4. Approval of September 19, 2017 Special Meeting Minutes
5. 2017 Claims \$155,173.12
6. Set Public Hearing on Ad Valorem (Property Tax) and Biennial Budget Review/Modification at 6:45 PM on October 24, 2017

Councilmember Waters motioned to amend the consent agenda to include approval of the September 19, 2017 Special Meeting Minutes. The motion was seconded by Councilmember Wilson and passed unanimously.

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

### **COUNCILMEMBER AND COMMITTEE REPORTS**

Councilmember Waters shared her regards for the recent hurricane, flood, and earthquake victims. She reported that she attended the Port of Chelan County meeting regarding strategic planning and the Chelan Douglas Health District Board meeting. She stated that the Health Board discussed a number of bats that have been found around the area and other health related issues. She also attended the special meeting with the Planning Commission and City Council, a dedication ceremony for the new water bottle filling station located near Front Street Park, and the Downtown Master Steering Committee meeting. On a final note she stated that she received a tour of the Water and Wastewater Treatment Plants with Public Works Director Herb Amick and noted that the employees of both departments are extremely knowledgeable in their fields.

Councilmember Neighbors reported that she attended the Upper Valley Museum Board meeting and noted that the Board is looking for a new location and have requested that the Council participate in a walking tour to learn some of the Leavenworth history. She also attended the special meeting with the Council and Planning Commission and the dedication of the water bottle filling station. She reported on the Economic Development Committee meeting and stated that the Committee discussed the Link Transit Park n Ride, Parking Study and Assessment, WSDOT property purchase, a new requirement of the WA State Liquor & Cannabis Control Board, and tubing access at the Icicle River Bridge.

Councilmember Bretz reported that the Link Transit Board meeting was canceled, although she noted that Link Transit has completed their outreach process; the feedback shows that riders want to see more services and are willing to pay for additional services. She said that this process will need to come before the voters.

Councilmember Larsen reported that he attended the Utility Regionalization Study meeting in Cashmere.

Councilmember Wilson reported that she attended the Special meeting with the Council and the Planning Commission, rode in the Autumn Leaf Parade, and attended the Finance Committee meeting.

## **MAYOR/ADMINISTRATION REPORTS**

Mayor Farivar reported that she attended many of the same meetings as previously reported, as well as the Chelan Douglas Transportation Council (CDTC) meeting. She spoke at the water bottle dedication ceremony and noted that she has researched the waste that is caused by water bottles and is now using a reusable water bottle.

City Administrator Joel Walinski reported that he attended the Utility Regionalization Study meeting and added that this was the second meeting; the consultant has received baseline information from all of the participating agencies and is now analyzing that information.

Attorney Emily Guildner stated that she is sitting in for City Attorney Tom Graafstra and noted that she enjoys visiting Leavenworth. She said that she will soon have a home base in Wenatchee and is looking forward to being in the area.

Finance Director Chantell Steiner addressed the memos that were included in the Council Packet materials. She confirmed that the City's Audit will begin on October 30, 2017 and that the entrance interview with the Council will soon follow. She briefly addressed the biennial budget modification process and stated that the public hearing will take place on October 24, 2017 at 6:45 PM.

Development Services Manager Nathan Pate reported on the current construction projects taking place around the City and noted the progress to date regarding each project.

## **COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA**

Mayor Farivar recognized the students who were in attendance for their “Citizens of Washington in a Contemporary World” class criteria at Cascade High School. She asked them to introduce themselves and state what they will be doing for their senior class volunteer work. Ms. Amanda Muro stated that she will be volunteering at the Salmon Festival; Mr. Chris Ryals stated that he will be volunteering at the Salmon Festival and is looking for more opportunities to volunteer; and Ms. Alyssa Riggs stated that she will be volunteering at a local preschool. Mayor Farivar and the City Council thanked the students for attending the meeting and Mayor Farivar gave each student a City of Leavenworth lapel pin.

Craig Hess; 125 Pine Street, Leavenworth; Mr. Hess questioned if any of the Councilmembers and City Staff have walked both sides of Pine Street from Ski Hill Drive to Titus Road. He reiterated the importance of the design decisions that will need to be considered in regard to the reconstruction project.

## **PUBLIC COMMENT PERIOD FOR WATER USE EFFICIENCY GOALS**

Public Works Director Herb Amick stated that as per WAC 246-290-810, the City, as a municipal water supplier, must describe and adopt a Water Use Efficiency Program (WUE). He addressed meters and stated that source (production) meters, as well as consumption meters are required. He addressed data collection and stated that production and consumption data must regularly be collected, recorded, and analyzed to evaluate system leakage, forecasting demands, efficiency, and effectiveness of the WUE; information must be provided in an annual performance report. He addressed the implementation of a WUE Program and stated that the City’s goal is the reduction of water use by 1,030,000 gallons annually; this will happen by eliminating system water leaks, more efficient city use of water, and providing customer education. On a final note he said that the City will provide a water shortage response plan, which will explain the public information process, reduction in city use, and when to impose user restrictions. He noted that the plan is available for review on the City’s website. Councilmember Neighbors shared some of her ideas and stated that she would like to participate during Earth Day to provide public information.

Mayor Farivar asked if there were any comments from the public.

Brad Brown, 11364 Riverbend Drive, Leavenworth; Mr. Brown questioned how the Leavenworth Golf Course was watered. It was stated that well water is used to maintain the grounds.

## **RESOLUTIONS, ORDINANCES, ORDERS AND OTHER BUSINESS**

### **1. Resolution 17-2017 Legislative Priorities for 2017-2018**

City Administrator Joel Walinski stated that the City Council is being asked to review and approve Resolution 17-2017 regarding the City’s Legislative Priorities for the 2017/2018 Legislative Session. He stated the proposed priorities as follows:

- 1.) Infrastructure Funding / Sales Tax Option – a 1% sales tax increase to provide funds for necessary repair work within the City;
- 2.) Housing Affordability – a revenue stream to provide affordable housing;

- 3.) FireWise Assistant/Modifications to WAC 173-425-040 Outdoor Burning – regarding the restrictions on outdoor burning, although the Apple Maggot Quarantine has disabled previous options;
- 4.) Public Works Trust Fund – important to continue with the program; and
- 5.) Secure Funding for MRSC – continue the funding.

He added that this list of priorities will be provided to the offices of Senator Hawkins and Representatives Condotta and Steele. Councilmember's briefly discussed the importance of having access to the Public Works Trust Fund.

Councilmember Bretz motioned to approve Resolution 17-2017 Legislative Priorities for 2017-2018. The motion was seconded by Councilmember Larsen and passed unanimously.

## **2. Chelan County Solid & Hazardous Waste Interlocal Agreement (continued from September 12, 2017)**

City Administrator Joel Walinski stated that the City Council is being asked to review and consider the approval of an updated Interlocal Agreement for the Countywide Solid and Hazardous Waste Program. He said that he has had discussions with Brenda Blanchfield, Solid Waste Coordinator for Chelan County, regarding the City's cost of the program. He noted that if the Council chooses not to enter into the agreement, the City will need to devise its own Solid Waste Plan. He said that the Chelan County Solid Waste Council spends \$125,000 annually on a number of programs and that the City is financially responsible for \$5,000 toward the total amount; the number is based on population; although, the County has taken the "tourism factor" into account, it is not clear how the City's portion of the total cost has been determined. Councilmember Neighbors noted that she is a member of the Board and that she will delve further into the cost of the program.

Councilmember Neighbors motioned to approve the Interlocal Agreement for the Countywide Solid and Hazardous Waste Program. The motion was seconded by Councilmember Wilson and passed unanimously.

## **3. Comprehensive Plan - Transportation Element**

Development Services Manager Nathan Pate began the presentation by displaying a map of the planned future streets, including wetlands on the overhead. He stated that the Council was presented with an early introduction to the 2017 Comprehensive Plan update at the September 12, 2017 Study Session meeting, although the Transportation Element was not yet completed. He addressed the Transportation Element and stated that the plan consists of an inventory of existing facilities, an assessment of future facility needs to meet current and future demands, a Multi-year plan for financing proposed transportation improvements, forecasts of traffic for at least 10 years based on the adopted land use plan, Level of service (LOS) standards for arterials and public transportation, including actions to bring deficient facilities into compliance, Transportation Demand Management (TDM) strategies, and identification of intergovernmental coordination efforts. He noted that all of the information is available for review on the City's website. There was a discussion regarding Riverbend drive, impacts, standards, and how to determine if a traffic revision is warranted.

Duane Goehner, 11670 Riverbend Drive, Leavenworth; Mr. Goehner addressed the data sets and questioned the accuracy of the forecast. He encouraged the Council to question the data. He then addressed peak hours and stated that Leavenworth is unique and weekend data should be used.

Brad Brown, 11364 Riverbend Drive, Leavenworth; Mr. Brown questioned if all projects would need to analyze traffic. Manager Pate briefly addressed what types of projects require a traffic study.

### **ITEMS FOR FUTURE CONSIDERATION**

Mayor Farivar stated that approval of the Water Use Efficiency Goals will take place at the October 10<sup>th</sup> regular meeting, she will soon be asking Councilmembers to participate in the City Administrator's Annual Review, the Pine Street Public Open House will take place at the Festhalle on October 25<sup>th</sup>, Senator Brad Hawkins will hold his Listening Tour in the Council Chambers on October 5<sup>th</sup>, and the Transportation Benefit District (TBD) meeting will immediately follow the regular City Council meeting

### **ADJOURNMENT**


Seeing no other business, Councilmember Larsen motioned to adjourn the September 26, 2017 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Bretz and passed unanimously.

The meeting adjourned at 8:03 PM.

**APPROVED**

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

**ATTEST**

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