



City of Leavenworth

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City Council
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Elmer Larsen
Carolyn Wilson - *Mayor Pro-Tem*
Gretchen Wearne
Mia Bretz
Margaret Neighbors
Richard Brinkman
Sharon Waters
Joel Walinski - *City Administrator*

LEAVENWORTH CITY COUNCIL SPECIAL MEETING AGENDA **AMENDED**

Leavenworth City Hall - Council Chambers
July 24, 2017 - 1:00 PM

Call to Order

Flag Salute

Roll Call

Resolutions, Ordinances, Orders and Other Business

1. Discuss: Review of Bond Levy Request for Park & Recreation Improvements
2. Action: Motion to Suspend Council Rules Section 19 Actions Taken During Public Meetings
3. Action: ~~Resolution 14-2017 Ballot Title for Park & Recreation Bond Levy Request~~
Ordinance No. 1550: Ballot Title for Park & Recreation Bond Levy Request

Adjournment

(Next Ordinance is 1551 - Next Resolution is 14-2017)

The City of Leavenworth is committed to providing reasonable accommodations in accordance with the Americans with Disabilities Act. Please contact City Hall at (509) 548-5275 at least 72 hours prior to a scheduled meeting to request an accommodation.

SUPPLEMENTAL COUNCIL AGENDA

1. Review of Bond Levy Request for Park & Recreation Improvements

The City Council is being asked to review and consider approval of Ordinance No. 1550 for submission to the qualified electors of the City of Leavenworth at the general election to be held on November 7, 2017, the consideration of Proposition No. 1 authorizing the City to issue its general obligation bonds for the purpose of financing park improvements for an amount not exceeding \$500,000 payable by annual property tax levies to be made in excess of regular property tax levies and to levy those excess property taxes. The improvements identified to be funded by this bonding includes athletic field lighting for the lower field at Enchantment Park, drainage and turf improvements of all three athletic fields in Enchantment Park, and the replacement of the play structure at Waterfront Park. The \$500,000 dollar request includes all necessary expenses for inspection and testing, administration, and all design, engineering, legal, financial, architectural, and planning costs, as well as installation and construction of the improvements. In addition, the funding also includes amounts related to the sale and issuance of the Bonds.

If the Council approves the ordinance, the measure would be placed on the ballot of the November 7, 2017 election. The bond issue has two thresholds that must be met in order for the bond to pass: (1) the bond must receive a minimum 60% majority of the votes cast and (2) the voter turnout for the jurisdiction must equal at least 40% of voters who cast ballots in the previous general election. The out of pocket cost of putting the measure on the November ballot is minimal. Since the November Election is a general election, the cost for the election is shared by multiple agencies. The general election cost to the City is estimated to be \$2,000 with or without the ballot measure. The cost to the City, if the ballot measure was held as a special election, would be approximately \$4,000. This cost could be offset by some amount if another agency was also holding a ballot measure.

The Parks Committee did review a number of the issues and considerations regarding a potential bond issue for park improvements. The Committee recommendation was for a \$500,000 bond for park improvements with a ten-year debt service period. The reasons supporting the recommendation are as follows:

- The timing for this bond consideration is an opportunity for the community to approve an increase in the levy that will have little implications on the property tax rate. The City currently has a 1997 General Obligation (GO) Bond that will be rolling off the tax roll in 2017. Approval of this bond would keep the effective tax rate of the City at the approximate same level; passage of this bond would not have much of an effect on property owner's property taxes. The \$56,000 of property tax collected for the 1997 GO Bond would be replaced by a request for \$57,300 annually for this bond service.
- Staff have identified the athletic field drainage and turf improvement projects at Enchantment Park annually as a project that would be beneficial to improve field maintenance and support healthy turf. The drainage issue has also been identified by a number of user groups as an issue that does need to be addressed. The poor field drainage does cause cancellation for a number of games and practices because of either unplayable conditions or safety issues.
- Lighting of the lower field at Enchantment Park is a request made from a number of field user groups – baseball, soccer and softball. The lighted field would allow for extended use of the fields in the spring and fall seasons; the later play would also open the field use for possible tournament use. Because of cost and close neighbor proximity, it is recommended that lights be added to only one field at this time.

- The Waterfront Park Playground equipment is well used and nearing the end of its useful life. The proposed replacement of equipment would be for a wide age range and include swings. This play area would be for a wider user group than the play structure at Enchantment Park.
- The Parks Committee did discuss the inclusion of other park enhancements. Several of those, like the consideration of Osborn School Park or the Wetlands Park were left off the list because of timing and multiple questions to be resolved. The other constricting factor was to identify projects that have been recognized for a period of time as being an improvement being needed by either multiple user groups or the City.
- The 10-year term was recommended over the 15-year term, less interest cost, and having the annual payment amount equal the current debt service amount was an important consideration.
- The Committee did recognize that if the City did nothing at this time, there would be a slight reduction in the City's property tax rate; however, they recommended approval of putting this on the ballot to provide the residents an opportunity to address these long-standing needs of the park system.
- The Committee also discussed the various user groups of the City parks; many are local residents that do not reside within the City, and on many occasions the full use of the parks and facilities are by our visitors. However, the park system is an asset for the City residents, making financially sound and fiscally responsible investments for either maintaining or adding value to an asset of the City is beneficial for residents. The voting on the bonding issue provides an opportunity for the residents to weigh in on the level of financial commitment they are willing to make.

One concern on the approval of this ordinance is the scheduling of the bonding ballot. While the athletic field users and staff have identified the needs of the system, there has not been a wider community discussion regarding priorities. The Upper Valley Park and Recreation Service Area (PRSA) Committee has met several times and is beginning this conversation to a larger user group on identifying those wants and priorities. However, that is a much larger conversation with a larger constituency beyond the City limits, and multiple options. Limiting this discussion to three identifiable needs works in favor of having the voters within the City, by having the information to make a decision regarding approval of this expenditure. In regard to the Comprehensive Plan and consistency, the Park and Recreation Element does identify a number of larger capital projects that were developed from public input; these projects however, are maintenance items or enhancement projects. The element does speak to the goals and objectives of maintenance and enhancements of existing facilities.

The following items are included under **TAB 1:**

- Park Improvement Estimate of Probable Costs
- Ten Year LTGO Park and Recreation Bond Payment Schedule
- Fifteen Year LTGO Park and Recreation Bond Payment Schedule
- ~~Resolution 14-2017~~ Ordinance No. 1550
- Explanatory Statement

2. Motion to Suspend Council Rules Section 19 Actions Taken During Public Meetings

The City Council is being asked to suspend Section 19 of the City Council rules that state that no Ordinance or Resolution will be adopted except during a regular Council meeting. Due to this evening's meeting being a special meeting, the Council will first need to make a motion to suspend

Section 19 of these rules in order to adopt the ordinance. State laws currently allow adoption of an ordinance or resolution so long as the meeting meets the requirements of the Open Public Meetings Act, which requires proper notification of a special meeting with a minimum of 24 hours notice to posting on city display boards, website posting, and notification to news/media groups via facsimile; these requirements have been met.

The following item is included under **TAB 2**:

- Resolution 1-2012 Policy, Procedures and Rules of Conduct for the City Council
 - **MOTION:** *The Leavenworth City Council moves to suspend Section 19 of the City Council Rules.*

3. Ordinance No. 1550 Ballot Title for Park & Recreation Bond Levy Request

The City Council is being asked to review and consider approval of Ordinance No. 1550 for submission to the qualified electors of the City of Leavenworth at the general election to be held on November 7, 2017, the consideration of Proposition No. 1 authorizing the City to issue its general obligation bonds for the purpose of financing park improvements for an amount not exceeding \$500,000 payable by annual property tax levies to be made in excess of regular property tax levies and to levy those excess property taxes.

The Council has several options:

1. The first option is to consider Ordinance No. 1550.
2. A second option would be to edit the Ordinance to include expanding the list and costs, reducing the project list and reducing cost, or extending the payment schedule. As discussed above, the Parks Committee did consider the addition of other projects; however, the consensus was that this slate of projects was an easy list of projects to consider and the cost for these projects with the 10-year debt service is nearly equal to the current debt service payment.
3. Another option would be to table this issue due to timing or lack of information. By tabling the issue, because of the August 1st deadline, it is unlikely this ballot would appear on the November ballot. The item could be discussed further at a future date and added to a special election in 2018 or the general election in 2018. By doing so, more time is given to exploring other park improvement options; however, the timing of the improvements would be delayed and the property tax implications would be different.

The following items are included under **TAB 1**:

- Park Improvement Estimate of Probable Costs
- Ten Year LTGO Park and Recreation Bond Payment Schedule
- Fifteen Year LTGO Park and Recreation Bond Payment Schedule
- ~~Resolution 14-2017~~ Ordinance No. 1550
- Explanatory Statement
 - **MOTION:** *The Leavenworth City Council moves to approve Ordinance No. 1550 setting the ballot title for a Park & Recreation Bond Levy Request for the November 7, 2017 Election.*