

## **LEAVENWORTH CITY COUNCIL MINUTES**

**January 28, 2020**

Mayor Carl J. Florea called the January 28, 2020 Leavenworth City Council meeting to order at 6:30 PM and Councilmember Sharon Waters led the City Council in the Flag Salute.

### **ROLL CALL**

Council Present: Mayor Carl J. Florea, Carolyn Wilson, Mia Bretz, Sharon Waters, Clint Strand, Jason Lundgren, and Anne Hessburg.

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

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

#### **Consent Agenda**

1. Approval of Agenda
2. Approval of January 14, 2020 Study Session Minutes
3. Approval of January 14, 2020 Regular Meeting Minutes
4. 2019 Claims \$14,771.65
5. 2020 Claims \$225,633.86

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

### **COUNCILMEMBER AND COMMITTEE REPORTS**

Councilmember Wilson reported that she attended the Public Safety Committee meeting.

Councilmember Bretz reported on the Link Transit Board meeting and stated that the Board has passed their budget and is moving forward. She noted that there was a group representing Leavenworth that had attended and was in support of the budget and Link's progress. She said that the Board also approved a new Finance Committee and that they will be contracting with a consultant to review and assess Link Transit with regard to efficiency and function; routes, times, service provided. On a final note, she stated that she was elected Vice-Chair of the Link Transit Board.

Councilmember Waters reported that she attended the Chelan Douglas Health District Board meeting and stated that staff has prioritized health needs for the coming year, which includes access to care, affordable housing, chronic disease, education, and substance use. She provided an update regarding the status of the Winton Manufacturing Compost facility, reported on the status of the Corona Virus, and stated that the Federal Government has approved more funds for home visiting programs.

Councilmember Strand reported on the Housing Committee and stated that the group discussed coordinated planning with the City and County. He reported on the Public Safety Committee and stated that the group discussed the Christmas Lighting Public Safety Mitigation and noted that the group will have their wrap-up meeting on Thursday, January 30, 2020. He said that Chelan County

Sheriff Sergeant Lawrence suggested that moving away from turning the Christmas lights on at 4:45 PM may ease the traffic congestion, due to the majority of visitors leaving town following the 4:45 ceremony. He said that the group also discussed the Pacific Security contract renewal, a relocation of the stop sign at Riverbend Drive and Ward Strasse has been requested, and the Committee discussed the Highway 2 center lane parking regarding delivery trucks that block the center lane on the highway. On a final note, he reported on the Finance Committee meeting and stated that the group discussed end of year numbers and noted that the City's finances are trending in the right direction. He addressed a ten-year summary of the City's finances and noted that Lodging Tax and Retail Sales Tax have nearly doubled in that time.

Councilmember Lundgren reported that the Economic Development Committee met on January 27, 2020 to review the Lodging Tax Grant Applications; a recommendation will be provided to the Council for approval at the February 11, 2020 meeting.

Councilmember Hessburg reported on the Parking Advisory Committee meeting and stated that the group will hold a Public Open House on February 6, 2020 at 6:30 PM at City Hall in the Council Chambers; there will be a subcommittee meeting on January 30, 2020 to prepare the agenda for the public meeting. She said that the group also reviewed options for employee parking and draft code for residential permit parking. She also attended the Economic Development Committee meeting on the previous day.

## **MAYOR/ADMINISTRATION REPORTS**

Mayor Florea reported that he has been familiarizing himself with various City meetings. He said that he attended the Downtown Steering Committee meeting and stated that the group discussed the expansion plans for the Front Street Park restrooms. He noted that he is enjoying his time as Mayor, appreciates those in attendance, and reminded those in attendance of the Monday evening revisioning meetings during the month of April.

City Administrator Joel Walinski reported that Cascade School District will be holding a public hearing regarding the vacation of the Osborn School property on February 24, 2020 at 5:30 PM. He said that the Council may want to take action prior to that hearing, so that the Council as a group may make a statement as to which direction they wish to proceed.

City Attorney Tom Graafstra updated the Council on the Adventure Park appeal and stated that on January 21, 2020 Judge Brandt issued his ruling on the Adventure Park, which affirmed the Hearing Examiners decision and allows the park to move forward. On January 27, 2020 the attorneys for the Adventure Park, Friends of Leavenworth, and the City agreed on the form of order to go with the ruling; he anticipates that the order will be entered in the next few days, once entered, it will trigger two different time periods; a 10-day period for potential reconsideration in the Superior Court and a separate 30-day period for a potential appeal to Division 3 Court of Appeals. He does not anticipate a motion for reconsideration or an appeal and he also does not anticipate action until those two time periods have expired.

Finance Director Chantell Steiner stated that the email migration is moving forward. She briefly stated the process and noted that she will be calling everyone individually with their password information.

Development Services Manager Lilith Vespier reported on the Adventure Park and stated the various permits and processes that are necessary in order for the project to move forward. She confirmed that there will be a Public Workshop on Housing on March 26, 2020 at 6:30 PM at Cascade High School. She addressed the current status of the permit tracking software and stated that it is nearly 90% complete, prior to the internal review. She said that staff will test for several weeks and may be ready to roll out to the public in May.

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

Duane Goehner; Mr. Goehner addressed a letter that he sent to the Mayor, City Council, and Planning Commissioners regarding his thoughts on priority docket items. He offered to share in the workload in order to move forward with items that are important to the community. He stated his priorities to include the peak traffic policy, permitted use in the Tourist Commercial district, review of parking requirements, clarify any ambiguity within the code, and height increases in the General Commercial zone. He thanked the Council for their work and efforts and asked that they consider the needs of the community as well as what is state mandated when prioritizing the 2020 Docket.

## **JOINT MEETING WITH THE PLANNING COMMISSION**

Mayor Florea opened the joint discussion with the Planning Commission and thanked the commissioners for attending the meeting. Planning Commissioners in attendance were Andy Lane, Steven Booher, and Chuck Reppas.

Development Services Manager Lilith Vespier began by addressing the rating sheets, which were used to determine the priority of items for the 2020 Docket. She noted that the rating sheets were provided to Planning Commissioners and City Council members and show the favored order of priority docket items; 1.) Housing Action Plan, 2.) Transportation Element, and the third priority was tied between Osborn property ideas/planning and Fire Code amendments. Ms. Vespier asked each member to address the reason for their decision. All Commissioners and Council members were in agreement with the priority of the items and spoke favorably to the items on the list. The group went on to discuss additional secondary priority items to be included on the Docket, as well as smaller items that can be combined with similar items. There was discussion of the Shoreline Master Program update, peak hour traffic, the Osborn property, powerlines, parking, alleys, code regulations, and hiring consultants to assist with the work load.

Mayor Florea asked if there were any questions from the public. Hearing none, the City Council and Planning Commission members returned to their seats.

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

### **1. Acceptance of 2020 Planning Commission Docket**

Development Services Manager Lilith Vespier stated that the City Council is being asked to approve the 2020 Docket, based on the Joint Workshop prioritization. She restated the order of priority as follows: 1.) Transportation Element, to include a review of peak traffic, 2.) Housing Action Plan, 3.) Fire Code Amendments, 4.) Osborn Property Ideas/Planning, 5.) District Use Chart, 6.) Chapter 14.12 Off-Street Loading and Parking, 7.) Alley Access, and 8.) Code inconsistencies, clarifications, and incorporation of policies and interpretations.

Councilmember Bretz motioned to approve the 2020 Planning Commission Docket, subject to potential modification for Urban Growth Area Map amendments forwarded to the City in March. The motion was seconded by Councilmember Strand and passed 5-0; Councilmember Waters was not present.

## **2. Mayor Pro Tempore Standing Committee Assignments**

Mayor Florea stated that the City Council is being asked to confirm Mayor Pro-Tempore Hessburg's appointments of City Council Members to the Council Standing Committees of Economic Development, Parks, Public Works, Housing, Public Safety, and Finance. Councilmember Hessburg noted that the list of the Committee assignments has been provided to the Council.

Councilmember Lundgren motioned to confirm the City Council appointments by Mayor Pro Tempore Hessburg to the City Council Standing Committees for 2020. The motion was seconded by Councilmember Wilson and passed 5-0; Councilmember Waters was not present.

## **3. Mayor Ad Hoc Committee Assignments**

Mayor Florea stated that the Council is being asked to reconfirm the Mayoral appointments to the Ad Hoc Committees and City representatives on agency boards. He addressed the list of assignments that has been provided to the Council and staff. He said that Leavenworth resident Mr. Duane Goehner has been included on the Residential Advisory Committee (RAC) and that former City Council member Margaret Neighbors will remain on the Festhalle Oversight Committee as a representative from the community. He then stated that he is looking to fill vacant positions on the Downtown Steering, Festhalle Oversight, and Leavenworth Area Promotions (LAP) Committees. Councilmember Mia Bretz volunteered to serve on the LAP Committee. There was a brief discussion of the three City Council positions on the Downtown Steering Committee. Administrator Walinski explained that the position entails considerable oversight and expenditures within the downtown core.

Councilmember Wilson motioned to confirm Mayor Florea's appointments to Ad Hoc Committees and the City Representatives on other agency boards for 2020. The motion was seconded by Councilmember Hessburg and passed 5-0; Councilmember Waters was not present.

## **4. Resolution 01-2020 Council Policy, Procedures, and Rules of Conduct**

City Administrator Joel Walinski stated that the City Council is being asked to amend the Council Policy, Procedures, and Rules of Conduct. He stated the change in rules with regard to public comment during regular City Council and Study Session meetings and the meeting attendance concessions permitted to the City Attorney. Councilmember Waters asked for clarification on several points within the resolution and noted a scrivener's error.

Councilmember Hessburg motioned to approve Resolution 01-2020 amending the Council Policy, Procedures, and Rules of Conduct as amended. The motion was seconded by Councilmember Strand and passed unanimously.

## 5. Prothman Proposal for City Administrator Search

Mayor Florea stated that the City Council is being asked to ratify a contract with Prothman for their assistance with the City in conducting a search process for selecting a new City Administrator. He noted that he has already signed that contract in order to move the process forward. He noted that he will be meeting with Prothman on January 30, 2020 at 2:00 PM; a Prothman representative will be available to speak with the Council following that meeting.

Councilmember Wilson motioned to approve the contract with Prothman for assistance in providing services for the recruitment of a new City Administrator and to ratify Mayor Florea's signature on said contract of January 24, 2020. The motion was seconded by Councilmember Hessburg and passed unanimously.

## INFORMATION ITEMS FOR FUTURE CONSIDERATION

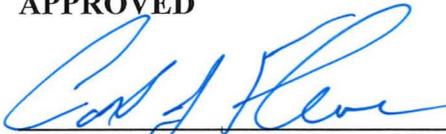
Mayor Florea stated that the City Council will review applications for the vacant City Council Position No. 2 at the February 11, 2020 Study Session meeting and that there will be a public hearing for a new LMC Chapter 3.42 regarding Affordable Housing at the evening meeting. Councilmember Lundgren requested that his previous requests for a presentation from Emergency Management regarding the City's evacuation plan not be scheduled in February while he is out.

## ADJOURNMENT

Seeing no other business, Councilmember Strand motioned to adjourn the January 28, 2020 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Lundgren and passed unanimously.

The meeting adjourned at 8:32 PM.

**APPROVED**

  
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**Carl J. Florea**  
Mayor

**ATTEST**

  
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**Chantell Steiner**  
Finance Director / City Clerk