



City of Leavenworth

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City Council
Carl J. Florea - *Mayor*
Carolyn Wilson
Mia Bretz
Sharon Waters
Clint Strand
Jason Lundgren
Anne Hessburg - *Mayor Pro Tem*
Zeke Reister

LEAVENWORTH CITY COUNCIL AGENDA

Leavenworth City Hall – Council Chambers

March 10, 2020 – 6:30 PM

Call to Order
Flag Salute
Roll Call

Consent Agenda

1. Approval of Agenda
2. Approval of February 25, 2020 Regular Meeting Minutes
3. February 2020 Payroll \$229,047.21
4. 2020 Claims \$380,960.39
5. Authorization for Mayor to Sign South Interceptor Easement Agreements
6. Set Public Hearing for Design Review Board Code Amendments on April 14, 2020 @ 6:45 PM
7. Set Public Hearing for Subdivision Code Amendments on April 14, 2020 @ 6:45 PM

Council Committees – 2nd Tuesday

Economic Development 3:00 PM
Parks 4:00 PM
Public Works 5:00 PM

Public Safety Report: Sergeant Scott Lawrence, Liaison Officer

Councilmember and Committee Reports

Mayor / Administration Reports

Comments from the Public on Items Not on the Agenda

Public Hearing for LMC 3.44 Authorizing Tax for Affordable Housing Per HB 1406 @ 6:45 PM

Resolutions, Ordinances, Orders, and Other Business

1. Action: Ordinance 1608: LMC 3.44 Authorizing Tax for Affordable Housing HB 1406
2. Action: Resolution 04-2020: Mosquito Control District #2 Consent of Annexation
3. Action: Planning Commission Appointments
4. Action: Appointment of Momi Palmieri Residential Rep. - Ad Hoc Parking Committee
5. Action: Autumn Leaf Festival Association Agreement for Lodging Tax Funds
6. Action: Greater Leavenworth Museum Agreement for Lodging Tax Funds
7. Action: Bike & Juice Festival – Youth Funding Request
8. Action: Upper Valley Connection – Youth Funding Request
9. Action: Transportation Improvement Board Whitman Street Pilot Project Grant Award Acceptance
10. Action: Resolution 05-2020 Festhalle Facility Policy
11. Action: Equipment Replacements
 - a. Mower
 - b. John Deere Gator
12. Action: Authorize the Mayor to Sign Easement Acknowledgement Adventure Park

Information Items for Future Consideration

1. LIFE 2.0 Community Discussions April 6, 13, 20, 2020 IRMS @ 6:30 PM
2. Housing Open House and Discussion - March 26, 2020 CSD High School @ 6:30 PM

Adjournment

(Next Ordinance is 1609 – Next Resolution is 06-2020)

SUPPLEMENTAL COUNCIL AGENDA

1. Ordinance 1608: LMC 3.44 Authorizing Tax for Affordable Housing HB 1406

The City Council is being asked to review and consider approval of new code regulations to establish new revenue and funding provisions for the collection of State sales tax to be used for the acquisition, construction or rehabilitation of affordable housing, for funding the operations and maintenance costs of new units of affordable or supportive housing, or for providing rental assistance to tenants, as authorized by HB 1406, codified as 82.14.540.

The City Council adopted the Resolution 13-2019, on September 24, 2019, declaring its intent to adopt an ordinance authorizing the sales tax collection. The tax is not a new tax, rather the tax will be credited against state sales taxes collected; therefore, will not result in higher sales and use taxes with the City.

The proposed action has been reviewed by the Housing Committee and is recommended for approval. Additionally, the City has received letters of support from the Housing Authority of Chelan County and Upper Valley MEND.

COUNCIL GOALS

<i>Revenue & Fiscal Health</i>	Is the request/action (Ordinance/Resolution) consistent with the Financial Policy?	✓
<i>Infrastructure</i>	Does the request/action support a safe and efficient infrastructure?	
<i>Economic Development Growth and Vitality</i>	Is the request/action supportive of the Old-World Bavarian Theme or promote the diversification of the economic base?	
<i>Transparency and Accountability</i>	Does the request/action further public understanding and engagement?	✓
<i>Community Building</i>	Is the request/action supporting residential needs for housing, safety, transportation, affordable governmental services?	✓

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

- Ordinance 1608 Authorizing HB 1406 tax revenue
- Resolution 13-2019
- Letters of Support
- **MOTION:** *The Leavenworth City Council moves to adopt Ordinance 1608 authorizing the sales tax revenue and funding provisions for HB 1406.*

2. Resolution 04-2020: Mosquito Control District #2 Consent of Annexation

The City Council is being asked to review and approve a request from the Mosquito Control District #2 to allow for an area of the City to be annexed into the District. Due to recent annexations of the City, this area was not included in the original District's boundaries upon formation. The District does provide mosquito control services to these areas and would like to continue administering services into the future. The legal process to amend the District's boundaries includes the consent of the City prior to the District performing a public hearing and annexation process. The materials provided identifies the area of desired annexation; within the attached map, it is identified as the

“Greater Zelt Strasse Area”. Secretary/Treasurer Chester Marler will be available to answer questions at the meeting.

COUNCIL GOALS

<i>Revenue & Fiscal Health</i>	Is the request/action (Ordinance/Resolution) consistent with the Financial Policy?	
<i>Infrastructure</i>	Does the request/action support a safe and efficient infrastructure?	
<i>Economic Development Growth and Vitality</i>	Is the request/action supportive of the Old-World Bavarian Theme or promote the diversification of the economic base?	
<i>Transparency and Accountability</i>	Does the request/action further public understanding and engagement?	✓
<i>Community Building</i>	Is the request/action supporting residential needs for housing, safety, transportation, affordable governmental services?	✓

The following items are included under **TAB 2:**

- Resolution No. 04-2020
- Mosquito Control District No. 2 - Petition and Corresponding Map
- **MOTION:** *The Leavenworth City Council moves to approve Resolution No. 04-2020 consenting to the annexation of a portion of the City into Chelan County Mosquito Control District No. 2.*

3. Planning Commission Appointments

The City Council is being asked to confirm the Mayor’s appointments to the Leavenworth Planning Commission as follows:

- Ms. Angie Harrison – Position No. 5
- Mr. Colin Forysth – Position No. 6
- Ms. Alison Miller – Position No. 7

The Leavenworth Municipal Code (LMC) requires that all Planning Commission members are appointed by the Mayor with confirmation by the City Council. Members of the Leavenworth Planning Commission must reside within the city limits of Leavenworth, except that up to two members may reside outside the city limits of Leavenworth, provided they reside or own property within the urban growth area as depicted by the Leavenworth Comprehensive Plan. Mayor Florea has reviewed seven (7) letters of interest from members of the public. He has evaluated each of the letters of interest, conducted interviews, deliberated on the selection of members, and has appointed Angie Harrison, Colin Forysth, and Alison Miller to the vacant Planning Commission positions listed above. The letters from all interested parties are included within the packet material.

The table below provides the current and pending names of appointed Planning Commission members and their terms:

POSITION	NAME	CITY/UGA	EXPIRATION	APPOINTED
1	Steven Booher	City	Apr 2022	2019 – current
2	Chuck Reppas	UGA	Apr 2023	2012 – current
3	Andy Lane	City	Apr 2024	2008 – current
4	Pete Olson	UGA	Apr 2021	2008 – current

5	Angie Harrison	City	Apr 2021	2020 – pending
6	Colin Forsyth	City	Apr 2022	2020 – pending
7	Alison Miller	City	Apr 2022	2020 – pending

COUNCIL GOALS

<i>Revenue & Fiscal Health</i>	Is the request/action (Ordinance/Resolution) consistent with the Financial Policy?	
<i>Infrastructure</i>	Does the request/action support a safe and efficient infrastructure?	
<i>Economic Development Growth and Vitality</i>	Is the request/action supportive of the Old-World Bavarian Theme or promote the diversification of the economic base?	
<i>Transparency and Accountability</i>	Does the request/action further public understanding and engagement?	✓
<i>Community Building</i>	Is the request/action supporting residential needs for housing, safety, transportation, affordable governmental services?	

The following items are included under **TAB 3:**

- Seven (7) Letters of Interest
 - **MOTION:** *The Leavenworth City Council moves to approve the Mayoral appointment of Ms. Angie Harrison to the Leavenworth Planning Commission Position No. 5.*
 - **MOTION:** *The Leavenworth City Council moves to approve the Mayoral appointment of Mr. Colin Forsyth to the Leavenworth Planning Commission Position No. 6.*
 - **MOTION:** *The Leavenworth City Council moves to approve the Mayoral appointment of Ms. Alison Miller to the Leavenworth Planning Commission Position No. 7.*

4. Mayoral Appointment of Momi Palmieri to the Ad Hoc Parking Advisory Committee

The Leavenworth City Council is being asked to confirm the Mayoral appointment of Ms. Momi Palmieri to the Ad Hoc Parking Advisory Committee as a representative of the community. Parking Advisory Committee members serve a two-year term. This particular position will expire at the end of this year. All City of Leavenworth Ad Hoc Committee members shall be appointed by the Mayor with confirmation by the City Council per the Council’s Policy, Procedures and Rules (Resolution 1-2020, Section 5).

The table below provides the current names of appointed Parking Advisory Committee members serving two-year terms and their representation:

Mia Bretz – <i>City Council</i>	Michael Bedard - <i>Community</i>
Anne Hessburg – <i>City Council</i>	Momi Palmieri – <i>Community - pending</i>
Jean Dawson – <i>Business</i>	Kayla Applebay – <i>Chamber of Commerce</i>
Lyman Boyd – <i>Business (shared)</i>	Jesse Boyd – <i>Business (shared)</i>

COUNCIL GOALS

<i>Revenue & Fiscal Health</i>	Is the request/action (Ordinance/Resolution) consistent with the Financial Policy?	
<i>Infrastructure</i>	Does the request/action support a safe and efficient infrastructure?	
<i>Economic Development Growth and Vitality</i>	Is the request/action supportive of the Old-World Bavarian Theme or promote the diversification of the economic base?	
<i>Transparency and Accountability</i>	Does the request/action further public understanding and engagement?	
<i>Community Building</i>	Is the request/action supporting residential needs for housing, safety, transportation, affordable governmental services?	

There are no items included under **TAB 4**.

- **MOTION:** *The Leavenworth City Council moves to confirm the Mayoral appointment of Momi Palmieri to the Ad Hoc Parking Advisory Committee for the remainder of a two-year term.*

5. Autumn Leaf Festival Association Agreement for Lodging Tax Funds

The City Council is being asked to review and consider approval of a Partnership Funding Agreement with the Autumn Leaf Festival Association (ALFA). The agreement is for the City to provide an unspecified amount of funding that has been under discussion by the Economic Development Committee; the Committee will further review this on Tuesday and will make a recommendation for the City Council. The funds will be used to promote the “Old World Bavarian Alpine Theme” of Leavenworth, WA throughout the Pacific Northwest and Canada through their participation at a number of annual festivals. ALFA has requested \$40,000 to be used for expenses related to the design, building, and maintenance of the Autumn Leaf Festival Parade Float and trailer and travel expenses related to the group’s attendance at Community Festivals in Washington, Oregon, and parts of Canada. This is an annual agreement for the calendar year 2020.

The City has provided \$30,300 in annual funding to the Autumn Leaf Festival Association for the previous five years; in 2019, ALFA submitted receipts for \$28,890 and did not request the full amount of available funding. In 2019, the WA State Auditors suggested having written agreements in place for the funding provided by the City and the services provided by the organization. In addition, the City Council has discussed the need to have partnership agreements. The agreement that is being used is from a template provided by the Municipal Research and Services Center (MRSC). The Economic Development Committee has reviewed and recommended the approval of the agreement with exception to the total amount of funding to be provided. Going forward, the Economic Development Committee has recommended that partnership agreements be for a two-year period, which aligns with the City’s budget cycle.

COUNCIL GOALS

<i>Revenue & Fiscal Health</i>	Is the request/action (Ordinance/Resolution) consistent with the Financial Policy?	✓
<i>Infrastructure</i>	Does the request/action support a safe and efficient infrastructure?	
<i>Economic Development Growth and Vitality</i>	Is the request/action supportive of the Old-World Bavarian Theme or promote the diversification of the economic base?	✓
<i>Transparency and Accountability</i>	Does the request/action further public understanding and engagement?	✓
<i>Community Building</i>	Is the request/action supporting residential needs for housing, safety, transportation, affordable governmental services?	

The following items are included under **TAB 5:**

- Partnership Agreement for Lodging Tax Funding – 2020
- ALFA Comparative Income Statement 2017-2019; 2020 Budget Projection
- Letter of Request 1/9/2020
- Q&A from the Economic Development Committee
- **MOTION:** *The Leavenworth City Council moves to approve and authorizes the Mayor to sign the Partnership Funding Agreement with the Autumn Leaf Festival Association for \$_____ of funding for the promotion of the Old World Bavarian Alpine Theme throughout the Pacific Northwest and Canada for 2020.*

6. Greater Leavenworth Museum Agreement for Lodging Tax Funds

The City Council is being asked to review and consider approval of a Partnership Funding Agreement with the Greater Leavenworth Museum, previously named Leavenworth Upper Valley Museum. The agreement is for the City to provide up to Fourteen Thousand Dollars (\$14,000), which is an increase of \$2,000 from their Statement of Projected Revenues. This agreement has been under review by the Economic Development Committee; the Committee will further review this on Tuesday and will make a recommendation for the City Council on the final allocation. Lodging tax funding will be used to provide support for the operation of a non-profit facility supported by tourism. Specifically, the funding will be used for up to 50% monthly lease payment, not to exceed \$1,000 per month, advertising and marketing materials, and procurement of advertising space in media publications. This is an annual agreement for the calendar year 2020.

The City has provided \$10,000 in annual funding to the Leavenworth Upper Valley Museum since 2013; previous years was \$5,000 annually. This is the third and final organization that the WA State Auditors suggested having a written agreement in place for the funding provided by the City and the services provided by the organization.

COUNCIL GOALS

<i>Revenue & Fiscal Health</i>	Is the request/action (Ordinance/Resolution) consistent with the Financial Policy?	✓
<i>Infrastructure</i>	Does the request/action support a safe and efficient infrastructure?	
<i>Economic Development Growth and Vitality</i>	Is the request/action supportive of the Old-World Bavarian Theme or promote the diversification of the economic base?	✓
<i>Transparency and Accountability</i>	Does the request/action further public understanding and engagement?	✓
<i>Community Building</i>	Is the request/action supporting residential needs for housing, safety, transportation, affordable governmental services?	

The following items are included under **TAB 6:**

- Partnership Agreement for Lodging Tax Funding – 2020
- Greater Leavenworth Museum Projected Revenues and Expenditures – 12 months ending in spring 2021
- Upper Valley Museum Income Statement 2017-2018
- **MOTION:** *The Leavenworth City Council moves to approve and authorizes the Mayor to sign the Partnership Funding Agreement with the Greater Leavenworth Museum for \$_____ of funding to provide support for the operation of a non-profit facility supported by tourism for 2020.*

7. Bike & Juice Festival – Youth Funding Request

The City Council is being asked to consider a request from the Bike & Juice Festival for festival insurance coverage that the City has been paying for over the past five years at a cost ranging from \$1,000 to \$1,400; this year’s request is for \$1,220.90. The City has received the other annual request from Upper Valley Connection, which supports community members with special needs; their total request is contingent on the Council’s decision to award at various funding levels. Each of these programs are paid for out of the City’s General Fund; a specific line item with a budget of \$4,000 that supports youth funding and arts programs. At this time no other requests have been received from other agencies or groups.

COUNCIL GOALS

<i>Revenue & Fiscal Health</i>	Is the request/action (Ordinance/Resolution) consistent with the Financial Policy?	✓
<i>Infrastructure</i>	Does the request/action support a safe and efficient infrastructure?	
<i>Economic Development Growth and Vitality</i>	Is the request/action supportive of the Old-World Bavarian Theme or promote the diversification of the economic base?	
<i>Transparency and Accountability</i>	Does the request/action further public understanding and engagement?	✓
<i>Community Building</i>	Is the request/action supporting residential needs for housing, safety, transportation, affordable governmental services?	

The following items are included under **TAB 7**:

- Email Request from Bike & Juice Festival Organizer Heidi Flake
- Insurance Quote
- **MOTION:** *The Leavenworth City Council moves to approve supporting the Bike & Juice Festival insurance costs from the General Fund Youth Funding in the amount of \$1,220.90.*

8. Upper Valley Connection – Youth Funding Request

The City Council is being asked to provide support to Upper Valley Connection (UVC); a non-profit group that supports local Leavenworth area youth and young adults with different abilities, disabilities, or special needs through meaningful interactions. The Council has provided various amounts in previous years ranging from \$750 up to \$2,000. Last year the Council provided \$1,000 as the City had a request of \$1,487 from Trout Unlimited for new signage at the youth fishing pond and the Bike & Juice insurance for \$1,467; currently the only requests received for funding is from the Bike & Juice Festival and Upper Valley Connection. The City does not actively advertise these dollars; however, previous years funding has gone to support programs with the School District and Barn Beach Reserve. Funding for this is available in the City’s General Fund for youth services, which includes a total of \$4,000 in available funding. If the Council approves the Bike & Juice funding, as noted above, then the remaining available funds are \$2,779. Staff does not have a recommendation on the level of funding; however, the Council should consider whether future requests for these dollars will be presented at a later date by other organizations.

COUNCIL GOALS

<i>Revenue & Fiscal Health</i>	Is the request/action (Ordinance/Resolution) consistent with the Financial Policy?	✓
<i>Infrastructure</i>	Does the request/action support a safe and efficient infrastructure?	
<i>Economic Development Growth and Vitality</i>	Is the request/action supportive of the Old-World Bavarian Theme or promote the diversification of the economic base?	
<i>Transparency and Accountability</i>	Does the request/action further public understanding and engagement?	✓
<i>Community Building</i>	Is the request/action supporting residential needs for housing, safety, transportation, affordable governmental services?	

The following item is included under **TAB 8:**

- Letter of Request for Donation Support
 - **MOTION:** *The Leavenworth City Council moves to approve supporting the Upper Valley Connection Program for Leavenworth Area Residents in the amount of \$_____.*

9. Transportation Improvement Board Whitman Street Pilot Project Grant Award Acceptance

The City Council is being asked to review and authorize the Mayor to accept and sign the Fuel Tax Grant Agreement with the State of Washington Transportation Improvement Board (TIB) for the Pavement Pilot Project, Whitman Street. The grant funding is in the amount of \$285,000 with the City contributing additional funding of \$15,000 (5% match), which will come from the Transportation Benefit District Funds. The project will include “Pilot Testing” improvements to the remaining unimproved pavement on Whitman Street from Woodward Street to Evans Street. Construction and engineering of the project will be managed entirely by the TIB. Progress payments for the project will be made by the City with regular reimbursement of those payments to the City by the TIB. A future budget amendment will include the entire \$300,000 project cost.

COUNCIL GOALS

<i>Revenue & Fiscal Health</i>	Is the request/action (Ordinance/Resolution) consistent with the Financial Policy?	✓
<i>Infrastructure</i>	Does the request/action support a safe and efficient infrastructure?	✓
<i>Economic Development Growth and Vitality</i>	Is the request/action supportive of the Old-World Bavarian Theme or promote the diversification of the economic base?	
<i>Transparency and Accountability</i>	Does the request/action further public understanding and engagement?	
<i>Community Building</i>	Is the request/action supporting residential needs for housing, safety, transportation, affordable governmental services?	✓

The following item is included under **TAB 9:**

- TIB Fuel Tax Grant Agreement
 - **MOTION:** *The Leavenworth City Council moves to accept and authorizes the Mayor to sign the Washington Transportation Improvement Board Fuel Tax Grant Agreement for the Pavement Pilot Project, Whitman Street.*

10. Resolution 05-2020 Festhalle Facility Policy

The Leavenworth Festhalle Facilities Policy was originally approved by the Council on April 23, 2013 by Resolution 10-2013. The Policy provides operational guidelines on the rental and use of the Festhalle Facility. The Festhalle Oversight Committee has recommended an addition to the policy, “Prohibition on Discrimination”. The new section states that discriminatory practices on the basis of protected class are illegal and prohibited by users of the Festhalle. The policy was also updated with regard to janitorial services, ticketed events that provide their own set up and clean up, and an update to the equipment and linen rental rates. The discrimination statement has been reviewed and approved by City Attorney Tom Graafstra. The City Council reviewed this at the February 11, 2020 study session, no additional changes have been incorporated. The separate draft resolution on rules and standards of conduct for use of city owned facilities will need to be further discussed before presentment to the City Council for approval.

COUNCIL GOALS

<i>Revenue & Fiscal Health</i>	Is the request/action (Ordinance/Resolution) consistent with the Financial Policy?	
<i>Infrastructure</i>	Does the request/action support a safe and efficient infrastructure?	
<i>Economic Development Growth and Vitality</i>	Is the request/action supportive of the Old-World Bavarian Theme or promote the diversification of the economic base?	✓
<i>Transparency and Accountability</i>	Does the request/action further public understanding and engagement?	✓
<i>Community Building</i>	Is the request/action supporting residential needs for housing, safety, transportation, affordable governmental services?	

The following items are included under **TAB 10**:

- Resolution 05-2020
- Leavenworth Festhalle Facilities Policy – redline version
- Leavenworth Festhalle Facilities Policy – clean version
- **MOTION:** *The Leavenworth City Council moves to approve Resolution 05-2020 Festhalle Facilities Policy.*

11. Equipment Replacements

The City Council is being asked to authorize the expenditure of funds for the purchase of two (2) new replacement pieces of equipment utilized by the Parks Department. The City Equipment Rental & Revolving (ER&R) schedule identified the replacement of these items in the 2020 budget. They are as follows:

A. Mower

The purchase of a Toro Grandstand Commercial Stand-on Mower model number 72504 from Valley Tractor and Rentals of East Wenatchee, Washington at a cost of \$7,719.46 including Washington State Sales Tax, which is a decrease of \$1,333.54 for the ER&R budget, to replace two (2) mowers currently identified for replacement in 2020 on City ER&R list for the Parks Department. They are a 2013 Hustler 15hp 36” Walk Behind Mower at a replacement cost of \$4,644 and a 2013 Ferris Walk Behind Mower at a replacement cost of \$4,409 (combined amount of \$9,053). Staff selected this “stand-on” mower after review of several similar quotes of “non-stand-on” mowers as best

suited for their needs and specifications. Approval of the purchase will allow for the sale of the 2013 Hustler 15hp Walk Behind Mower and the 2013 Ferris Walk Behind Mower as surplus equipment at an approximate value of \$1,200 combined. Two additional quotes are included.

B. John Deere Gator

The purchase of a new John Deere XUV825E (MY20) 4-wheel drive Utility Gator (gas) at a cost of \$13,399.47 including Washington State Sales Tax from Washington Tractor, Inc. of Ellensburg, Washington to replace the 2012 John Deere Utility Gator XUV8550. The ER&R budget identified a replacement cost of \$11,938, an increase of \$1,461.47; the new vehicle was selected by staff after request and review of several quotes on similar vehicles from area dealers. The 2012 Utility Gator will be used as a replacement of the older Enchantment Park Ballfield Gator which has reached the end of its useful life for dragging fields. Two additional quotes are included.

COUNCIL GOALS

<i>Revenue & Fiscal Health</i>	Is the request/action (Ordinance/Resolution) consistent with the Financial Policy?	✓
<i>Infrastructure</i>	Does the request/action support a safe and efficient infrastructure?	
<i>Economic Development Growth and Vitality</i>	Is the request/action supportive of the Old-World Bavarian Theme or promote the diversification of the economic base?	
<i>Transparency and Accountability</i>	Does the request/action further public understanding and engagement?	
<i>Community Building</i>	Is the request/action supporting residential needs for housing, safety, transportation, affordable governmental services?	

The following items are included under **TAB 11**:

- Mower Quotes
- Gator Quotes

- **MOTION ITEM A:** *The Leavenworth City Council moves to approve the purchase of a 2020 Toro Grandstand Commercial Stand on Mower in the amount of \$7,719.46 including sales tax and authorizes the surplus of the 2013 Hustler 15hp Walk Behind Mower and the 2013 Ferris Walk Behind Mower.*

- **MOTION ITEM B:** *The Leavenworth City Council moves to approve the purchase of a 2020 John Deere XUV825E (MY20) 4-wheel drive Utility Gator in the amount of \$13,399.47 including tax and authorizes the surplus of the 1994 John Deere Utility Gator.*

12. Authorize Mayor to Sign Easement Acknowledgement Adventure Park

The City Council is being asked to authorize the Mayor to sign an Acknowledgement of Final Easement Alignment for the Langston property (Adventure Park site). In 2008, the City and neighboring property owners recorded a permanent easement for ingress, egress and underground utilities 40 feet in width, AFN 2289170. The easement denotes a portion of undeveloped easement from the existing gravel road to the Langston property was to extend from the existing road in a north-northwesterly direction but was not specifically defined. At this time, the final location is legally described by Munson Engineering’s professional land surveyor.

The City Attorney has reviewed the legal description with Landline Surveying and finds it adequate. The clarification of the easement location will ensure that future development of a road and utilities will occur within the original 40' easement.

COUNCIL GOALS

<i>Revenue & Fiscal Health</i>	Is the request/action (Ordinance/Resolution) consistent with the Financial Policy?	
<i>Infrastructure</i>	Does the request/action support a safe and efficient infrastructure?	
<i>Economic Development Growth and Vitality</i>	Is the request/action supportive of the Old-World Bavarian Theme or promote the diversification of the economic base?	
<i>Transparency and Accountability</i>	Does the request/action further public understanding and engagement?	✓
<i>Community Building</i>	Is the request/action supporting residential needs for housing, safety, transportation, affordable governmental services?	

The following items are included under **TAB 12**:

- Memorandum from Attorney Weed, Graafstra & Associates, Inc
- Acknowledgement of Final Easement Alignment
- **MOTION:** *The Leavenworth City Council moves to approve and authorizes the Mayor to sign the Acknowledgement of Final Easement Alignment.*