



City of Leavenworth

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City Council
Cheryl K. Farivar - *Mayor*
Elmer Larsen
Carolyn Wilson - *Mayor Pro Tem*
Mia Bretz
Margaret Neighbors
Sharon Waters
Clint Strand
Jason Lundgren
Joel Walinski - *City Administrator*

LEAVENWORTH CITY COUNCIL AGENDA

Leavenworth City Hall – Council Chambers
March 26, 2019 – 6:30 PM

Call to Order

Flag Salute

Roll Call

Council Committees – 4th Tuesday

Housing 3:00 PM
Public Safety 4:00 PM
Finance 5:00 PM

Consent Agenda

1. Approval of Agenda
2. Approval of March 12, 2019 Study Session Minutes
3. Approval of March 12, 2019 Regular Meeting Minutes
4. 2019 Claims \$252,834.11

Councilmember and Committee Reports

Mayor / Administration Reports

Comments from the Public on Items Not on the Agenda

Resolutions, Ordinances, Orders, and Other Business

1. Action: Ordinance 1583 – Zero Lot Lines – Continued from March 12, 2019
2. Action: Wenatchee Valley Animal Care & Control Agreement
3. Action: Lodging Tax Group Funding Request
4. Action: Ad Hoc Committee Assignment – Continued from March 12, 2019
5. Action: Reappointment of Chuck Reppas to the Planning Commission
6. Action: Pine Street Authorization to Bid

Information Items for Future Consideration

1. Public Disclosure Commission Filing Deadline April 15, 2019
2. Presentation United States Forest Service on Fire Risk – Rick Stratton 4/9/19

Adjournment

(Next Ordinance is 1585 – Next Resolution is 4-2019)

SUPPLEMENTAL COUNCIL AGENDA

1. Ordinance 1583 – Zero Lot Lines – Continued from March 12, 2019

The Planning Commission has been reviewing residential development incentives throughout 2018. The option for zero-lot line development was considered at the January 9, 2019 Planning Commission Hearing. Public comment was provided by Jordon McDevitt requesting that the Planning Commission consider an increase to lot coverage to provide a larger building area. No other public comment was provided. The Planning Commission modified the proposed amendment to include a change in lot coverage from 35% to 40% in conjunction with a zero-lot line development. This would equate to an additional 200 square feet of building area on a 4,000 square foot lot.

The Planning Commission recommended approval of the amendments based on the Staff Report, including the Findings of Facts and Conclusions of Law, with a provision that each lot may increase lot coverage to a maximum of 40%, as shown on Attachment 1 of the Transmittal Memo. The Council is being provided two options for a motion that Development Services Manager Lilith Vespier will review.

The following item is included under **TAB 1**:

- Ordinance 1583
 - **MOTION:** *The Leavenworth City Council moves to adopt Ordinance No. 1583 amending the Leavenworth Municipal Code to define zero lot line development in Chapter 21.90; and, provide for zero-lot line development standards within Section 18.24.090, as recommended by the Planning Commission.*
 - **MOTION #2:** *The Leavenworth City Council moves to adopt Ordinance No. 1583 amending the Leavenworth Municipal Code to define zero lot line development in Chapter 21.90; and, provide for zero-lot line development standards within Section 18.24.090, with modification to the Planning Commission’s recommendation defining “zero lot line development” to mean “the location of a building in such a manner that one of the building walls rests directly on a lot line.”*

2. Wenatchee Valley Animal Care & Control Agreement

The City Council is being asked to approve the 2019 – 2021 Wenatchee Valley Animal Care & Control (WVACC) Agreement that was reviewed at the March 13, 2019 Study Session with Director Dawn Davies. The Council is being provided with the redline and final clean version of the agreement that includes corrections to the term dates and additional language to address the transfer of collected fees by city staff to WVACC. Based on increased costs to operate the facility, the new contract includes a 3.1% increase for 2019 that is prorated for the months of April through December, a 2% increase for 2020, and a 2% increase for 2021.

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

- Redline Version - WVACC Contract
- Clean Version - WVACC Contract
- **MOTION:** *The Leavenworth City Council moves to approve and authorizes the Mayor to sign the 2019 – 2021 Wenatchee Valley Animal Care & Control Agreement.*

3. Lodging Tax Group Funding Request

The City Council is being asked to approve the expenditure of the Lodging Tax Group Funding Request from the Leavenworth Soccer Club for 2019. Based on the Council discussion at the March 13, 2019 Study Session, the Council is being asked to confirm a final grant award based on the additional information requested from the Soccer Club regarding the use of funding dollars for advertising and when they will be utilized. The requestor has provided the additional details for the advertising/promotions and has identified the costs that would be spent in 2019 versus 2020; the requestor is aware that any funding for 2020 will have to be applied for in the 2020 cycle. Upon review of this factor; the requestor has increased their 2019 request from \$5,000 to \$7,825. The Council currently has \$7,300 remaining in the group funding program.

In addition, Ms. Bonnie Birch has requested that the Council be provided some comments from her regarding lodging funds after she was notified that her event for the Leavenworth International Accordion Celebration was not funded. You will find this email from Ms. Birch located in the front of your binders.

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

- Spreadsheet of Funding Awards
- Leavenworth Soccer Club Group Funding Application (amended requested amount)
- Additional Advertising/Promotion Cost Details
- **MOTION:** *The Leavenworth City Council moves to approve \$_____ for the Leavenworth Soccer Club for use of the Lodging Tax Group Funds for the 2019 calendar year.*

4. Ad Hoc Committee Assignment – Continued from March 12, 2019

The City Council is being asked to confirm the Mayoral appointments to the Downtown Master Steering Committee. The Committee consists of three members of the City Council, two representatives from the Leavenworth Chamber of Commerce, two at large members, and one designee by the Mayor. There is currently one vacant position for a representative from the City Council. This is an important position as this position represents the City's views with regard to decisions that are made on behalf of the Committee. Mayor Farivar will ask for a volunteer to fill the vacancy at the Tuesday evening meeting. At this time, Councilmember Neighbors has expressed her ability to attend the March 26, 2019 Steering Committee Meeting and will consider her appointment to the Committee by the Mayor at the evening meeting.

There is one additional change to the Committee; Ms. Paula Helsel has been replaced by Mr. Joel Martinez as the Chamber of Commerce Representative.

The following item is included under **TAB 4:**

- City Council Ad Hoc Committee List – 2019 Redline Changes
 - **MOTION:** *The Leavenworth City Council moves to approve the Mayoral appointments of Councilmember _____ and Mr. Joel Martinez to the Leavenworth Downtown Master Steering Committee.*

5. Reappointment of Chuck Reppas to the Planning Commission

The Leavenworth City Council is being asked to confirm the Mayoral reappointment of Chuck Reppas to the Planning Commission Position No. 2. The Mayor shall appoint all Planning Commission members with confirmation by the City Council. Members of the Leavenworth Planning Commission shall 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.

Chuck Reppas was appointed to the Planning Commission in 2012 and brings to the Planning Commission more than 25 years of experience in all areas of development, both large projects and small. Some of the projects include: Lakeland, a 3,000 master planned community in Auburn, WA; Bokara by the Lake, a 96-unit apartment conversion to condominium in Renton, WA; development of 750 units of various apartment projects; employed in the 1990's as the Chief Financial Officer for Henderson Homes, a homebuilder in the Seattle area that built 250 homes per year; and several private developments, two of which were 50-lot subdivisions in Wenatchee. This deep background continues to offer an additional private sector perspective to the Leavenworth Planning Commission.

At this time there remains a vacancy on the Planning Commission that is currently under review by the Mayor; appointment to this position will be made after interviews are conducted with prospective applicants.

The following item is included under **TAB 5:**

- Current Planning Commission Members
 - **MOTION:** *The Leavenworth City Council moves to confirm the Mayoral reappointment of Mr. Charles Reppas to Planning Commission position No. 2 for a term of four (4) years.*

6. Pine Street Authorization to Bid

The City Council is being asked to approve the advertisement for bid of the Pine Street Phase I: Ski Hill Drive to Titus Road Project. The project includes demolition, grading/prepping of the unimproved section of the existing roadway/ROW, and new installation of curbing, drainage, sidewalks (south side), 10' wide pedestrian trail (extension north side), utility improvements/

extensions, bulb-outs, crosswalks, and new asphalt. Engineering, design, and project management is being provided to the City by contract through TD&H Engineering of Spokane, Washington, represented by Mr. Steven Marsh, PE/Vice President/Regional Manager and Mr. Daniel N. Wolfe, PE/Senior Project Manager.

Funding of the project is secured through several sources; the Cascade School District has provided \$200,000 for frontage improvements, \$705,000 has been secured through the Federal Highway Program Block Grant Award via the Chelan Douglas Transportation Council and administered by the Washington State Department of Transportation (WSDOT), the Transportation Improvement Board (TIB) awarded the City \$250,000 for Complete Streets improvements, and a \$550,000 Small City Arterial Street Grant Program Grant from TIB. The balance of the needed funding will be provided by the City from the Transportation Benefit District (TBD), Water, and Sewer funds.

Upon final approval by WSDOT, the bid will be advertised, and the plans and specifications made available through the Builders Exchange Online Plan Center. Once bids are received and the bidding is closed, the bid submittals will be reviewed for completeness and a recommendation on the lowest qualified bidder will be presented to the Council for consideration of a bid award.

The following item is included under **TAB 6**:

- Draft Bid Announcement
 - **MOTION:** *The Leavenworth City Council moves to authorize the advertisement for bids for the Pine Street Phase I: Ski Hill Drive to Titus Road Project contingent on approval by WSDOT.*