

LEAVENWORTH CITY COUNCIL
Study Session Agenda
City Hall - Council Chambers
April 9, 2019 8:30 a.m.

8:30 – 8:45 Chamber Report

This time is provided for a Chamber of Commerce representative to provide an update to the City Council on items of interest to the Chamber and City.

8:45 – 9:00 Annual Council Retreat Meeting Topics

This time is provided to update the Council on the Annual Council Retreat Agenda and Schedule. The Annual Retreat will take place on Friday April 12, 2019 at 7:00 AM. The location is the Bavarian Lodge, 810 US Hwy 2 in Leavenworth.

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

- Draft Retreat Agenda

9:00 – 9:30 Front Street Park & Plaza Master Plan

This time is provided for a review and update of the current status of the Downtown Steering Committee's work with J.A. Brennan and Associates for the development of a Master Plan for Front Street Park and Front Street. The Downtown Steering Committee initiated this project with the approval of the City Council in March of 2018 with the approval of the expenditure and contracted scope of work.

The focus of the Master Plan Design was centered on addressing the following items:

- a. Increasing the public restroom capacity, especially the women's use area;
- b. Addressing changes to the hill area used for sledding that would reduce potential or perceived liability, ongoing maintenance, etc.;
- c. Addressing a number of deferred maintenance items – paver replacement, sidewalks, lighting, electrical supply for park use, etc.;
- d. Consideration of addressing improvements to Front Street for use as a pedestrian mall.

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

- Front Street Park Improvements: Master Plan Design
- Front Street Park/Street Draft Master Plan
- Planning Level Estimate of Probable Costs (August 2018)

9:30 – 10:15 Development Services Updates – Planning Commission Workshop Review

In preparation for the City Council Hearing, staff will review the cryptocurrency (bitcoin) amendments. Additionally, the City of Leavenworth Planning Commission has been reviewing the Planned Development and Residential Dimensional Standards for several months. They are ready to set public hearings in May. This review of the proposed amendments is intended to provide the City Council with a review of the pre-hearing items and an opportunity to share any thoughts. Finally, the Planning Commission reviewed a draft code addition for stacked parking options and felt that it was a good option and is ready for a public hearing.

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

- Transmittal Cryptocurrency – **Evening Packet TAB 2**
- Planned Development (PD) Hearing Draft
- Development Standards Hearing Draft
- Stacked Parking Hearing Draft & photos

10:15 – 10:35 Capital Projects Update

This time has been set aside to update Council and answer any questions regarding upcoming City related projects. These projects include the WSDOT Highway 2 ADA ramp compliance project, the City of Leavenworth crosswalk project, the City pool and surge tank resurfacing project, and the Pine Street project.

The **WSDOT ADA Compliance Project** involves the removal and replacement of non-compliant ADA ramps and crossings along the Highway 2 corridor through Leavenworth with ramps compliant with current ADA standards. The work will be performed by Moreno & Nelson Construction Corporation and is scheduled to begin April 22, 2019 with an estimated completion date of May 23, 2019. The work consists of demolition of existing ramps, relocation of electrical, pouring of compliant concrete curbs and ramps, and removal and replacement of the crosswalk bars. Some electrical work may be done outside of the normal working hours, as approved by vote of the Council on February 12, 2019, to avoid possible traffic congestion during daylight hours. A schedule outline of the work is provided within the packet materials.

The City's **Crosswalk Improvement Project** bid was awarded by vote of the Council to Neppel Electric & Controls on February 26, 2019. All contracts, bonds, insurance, etc. are now in place as well as approval by WSDOT for work to begin. A preconstruction meeting is currently set for April 15, 2019 at which time the contractor will provide a schedule of work and an estimated completion date. The work consists of the Hwy 2 installation of two (2) "Hawk System" crossings located at City Hall and Gustav's, and the installation of a "Rapid Flashing Beacon" crossing at the Park & Ride lot, located across the street from the P1 parking lot. Additionally, the project includes improvements to pedestrian lighting, visibility, and access at the crosswalks.

The **Leavenworth Pool and Surge Tank Resurfacing Project** bid was awarded by vote of the Council to W.M. Smith and Associates, Inc. on February 12, 2019. This work consists of resurfacing the leaking surge tank as well as resurfacing the pool. Work on the surge tank, which is essential to the operation of the pool for the 2019 season, began the last week of March and is currently underway. This will allow for completion of that portion of the project prior to the scheduled opening of the pool in May, allowing for a full normal season. Resurfacing the pool itself will begin immediately after the 2019 pool season closing with completion of the work prior to the onset of winter.

The City Council voted to approve advertisement for bid on the **Pine Street Improvement Project – Phase I** at the March 26, 2019 meeting, contingent on final review and approval by WSDOT. As of this date, the WA State Department of Transportation (WSDOT) review process is ongoing with anticipation of approval and advertisement of bid in early May, bid opening last week of May, and construction commencing mid-June. A general plan layout and street cross section can be found within the packet materials. The Right-of-Way Plan has been approved; the final step in this process is the obligation of Construction Funding and Authorization to bid by WSDOT. A supplemental contract for construction engineering oversight and inspection work is being developed for Council review and consideration of approval.

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

- WSDOT ADA Compliance Project Work Schedule
- General Pine Street Project Layout and Street Cross Section

10:35 – 10:50 Quarterly Update Future Council Agenda Items / Project Tracking

This time is provided to review the 2019 Annual Objective & Project Tracking document and the Future Council Agenda Items document. The Project Tracker provides the Council with quarterly updates on the work and status of a number of Council Priorities or required projects/tasks that need to be completed by the City. It is not a comprehensive list; the project tracker does not include the daily tasks required to provide services and maintain service levels to residents, businesses, or visitors, but provides a good review of the work being completed by the City.

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

- Annual Objective and Project Tracker 2019
- 2019 Future Council Agenda Items

10:50 – 10:55 Quarterly City Newsletter Recommendations – Distribution in May

The City will be publishing the quarterly Mayor and City Council Newsletter in May. Article topics at this time include but are not limited to:

- “A Minute with the Mayor” - TBD
- HAWK Pedestrian Crossing Beacon “How To” – Sue Cragun
- City Pool & Water Safety – Sue Cragun
- Upcoming Festivals and Events – Sue Cragun
- Leavenworth Recycle Center – Sue Cragun
- Pilot Parking Program – Sue Cragun
- Update on current / upcoming City projects – Herb Amick – Sue Cragun

Staff is requesting any additional suggestions from the Council at this time.

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

- Summer 2018 Newsletter

10:55 – 11:15 Council Open Discussion

The remainder of this time slot allows for Council discussion of items not on the agenda.