



## City of Leavenworth

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**City Council**  
Cheryl K. Farivar - *Mayor*  
Carolyn Wilson - *Mayor Pro Tem*  
Mia Bretz  
Margaret Neighbors  
Sharon Waters  
Clint Strand  
Jason Lundgren  
Position No. 7 - *Vacant*  
Joel Walinski - *City Administrator*

### LEAVENWORTH CITY COUNCIL AGENDA

Leavenworth City Hall – Council Chambers  
June 25, 2019 – 6:30 PM

#### Call to Order

#### Flag Salute

#### Roll Call

#### Council Committees – 4<sup>th</sup> Tuesday

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

#### Consent Agenda

1. Approval of Agenda
2. Approval of June 11, 2019 Study Session Minutes
3. Approval of June 11, 2019 Regular Meeting Minutes
4. 2019 Claims \$256,265.49

#### Councilmember and Committee Reports

#### Mayor / Administration Reports

#### Comments from the Public on Items Not on the Agenda

#### Public Hearing:

- **Resolution 07-2019 Link Transit Ballot Measure Support or Opposition at 6:45 PM**

#### Resolutions, Ordinances, Orders, and Other Business

1. Action: Resolution 07-2019 – Link Transit Ballot Measure Support or Opposition
2. Action: Approval of Bike Racks
3. Action: A&W Paving – Paving Improvements Contract
  - a) Resolution 10-2019 Sole Source Vendor
  - b) Contract Approval
4. Action: Approval of Special Use Permit – Holidays on Ice

#### Information Items for Future Consideration

1. Water System Discussion – July Study Session
2. Hwy 2 Corridor Study Online Open House:  
<https://us2upperwenatchee.participate.online/talk-to-us>

#### Adjournment

**(Next Ordinance is 1591 – Next Resolution is 11-2019)**

## SUPPLEMENTAL COUNCIL AGENDA

### 1. Resolution 07-2019 – Link Transit Ballot Measure Support or Opposition

The Leavenworth City Council will conduct a public hearing and take comment on whether the City Council should support or oppose a Link Transit ballot measure requesting an increase in sales taxes within Chelan County. Link Transit General Manager Richard DeRock provided the Council with an update on the measure at the May 14, 2019 Study Session. Link Transit currently collects .4% of the 8.4% tax within Leavenworth's city limits. The ballot measure will request an additional .2% that would be implemented with .1% in January of 2020 and the other .1% in January of 2022. If approved by voters, this new revenue will be utilized to expand services throughout Chelan and Douglas counties. In total, more than 30 projects are planned with the funding; some examples of what will be funded includes the following:

- Expand Saturday & add Sunday services to all cities and towns
- Increase transits on existing routes; includes earlier and later hours
- Expand coverage to reach more areas
- Smaller busses in residential neighborhoods; Leavenworth will include shuttles from new Link Park & Ride, particularly for festivals
- Improve faster travel times between Leavenworth and Wenatchee – utilizing a turn-around at the new Park & Ride

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

- Resolution 07-2019 Support
- Resolution 07-2019 Oppose
- **MOTION:** *The Leavenworth City Council moves to approve Resolution 07-2019 \_\_\_\_\_ (approving or opposing) the Link Transit August 2019 Ballot Measure to increase sales taxes.*

### 2. Approval of Bike Racks

The Leavenworth City Council is being asked to approve the purchase of six (6) bike racks, which have been recommended by the Parking Advisory Committee. The Parking Advisory Committee was formed earlier this year, comprised of members of the business community, city residents, Chamber of Commerce representative, and City Council members; the purpose of the Committee is to assist in the review and implementation of the City of Leavenworth Downtown Strategic Parking Management Plan by determining and recommending action items for the City Council. The Committee has had several discussions regarding the addition of bike racks in the downtown area, as the current racks are overflowing, and many popular establishments have no bike racks located in the nearby vicinity. The cost of the racks is approximately \$1,000 each, which includes sales tax and freight. The Parking advisory Committee has recommended six locations for new installation; those locations are provided with pictures in the packet materials. The recommended funding for the purchase of the units would be fifty percent (50%) from the Parking Fund and fifty percent (50%) from the Lodging Tax Fund/Tourism Capital Improvement Funding Program.

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

- Proposed Bike Rack Locations
- Downtown Map with Bike Rack Locations
- 5-Hoop Rack Example
- **MOTION:** *The Leavenworth City Council moves to approve the purchase of six bike racks.*

### **3. A&W Paving – Paving Improvements Contract**

#### **a) Resolution 10-2019 Sole Source Vendor**

In Action Item A, the City Council is being asked to approve Resolution No. 10-2019, waiving the competitive bid process for the City of Leavenworth. The A&W Paving, Inc. unique two shot chip seal process is considered a sole source, thus waiving the competitive bid process.

The following item is included under **TAB 3:**

- Resolution 10-2019
- **MOTION:** *The Leavenworth City Council moves to approve Resolution 10-2019 Sole Source Vendor for A&W Paving Contract.*

#### **b) Contract Approval**

In Action Item B, the City Council is being asked to approve the pavement improvement/patching proposal provided to the City by A&W Paving, Inc. with a combined bid amount of \$38,450 excluding Washington State Sales Tax. This proposal includes asphalt patching and improvement to several City streets to include the following:

- Front Street – From 10<sup>th</sup> Street to 345 feet east.
- Commercial Street and 9<sup>th</sup> Street intersection.
- Scholze Street and Joseph Street intersection.
- Benton Street just north of Ski Hill Drive (3 sections)
- Pine Street east of Titus Road at Cone Street

City Public Works staff has evaluated the streets in need of repair and has determined these areas as repair priorities. Streets currently being evaluated for Transportation Improvement Board (TIB) grant funding were not included in the evaluation process.

The process for double shot chip seal has been used by the City in many previous full street and patching projects, including the resurfacing of the P2 Parking Lot last year. The funding source for this project will be the Transportation Benefit District (TBD) Funds that have been allocated to the City's Street Fund.

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

- A&W Proposal/Contract

- Photos of the areas to be repaired
  - **MOTION:** *The Leavenworth City Council moves to approve and authorizes the Mayor to sign the contract with A&W Paving for an amount not to exceed \$38,450 excluding Washington State Sales Tax.*

#### **4. Special Use Permit – Holidays on Ice**

The City Council is being asked to review and consider for approval a Special Use Permit (SUP) between the City of Leavenworth and Holidays on Ice for the placement of a temporary ice rink in Lions Club Park from November 1, 2019 through January 31, 2020. Holidays on Ice is a California sole proprietorship operated by Mr. Rich Yakkey. Mr. Yakkey's company will be providing all necessary equipment to construct, operate and maintain a 75-foot by 100-foot temporary ice rink, which also includes the rental of ice skates and the operation of a small concessions area. The City will be responsible for providing electrical service for the operation of equipment and lighting, water, restrooms, and garbage removal.

Holidays on Ice will pay a user fee for the use of the property once an initial \$200,000 in gross ticket sales is achieved. After the initial goal of \$200,000 is attained, fifty percent (50%) of gross ticket sales revenue will be paid to the City. Once the City receives Ten Thousand Dollars (\$10,000) in payment, the City shall receive twenty-five percent (25%) of all remaining gross ticket sales revenue.

Mr. Yakkey has visited Leavenworth three times to date to review and discuss this venture. In February of 2019, he met with the City Council to discuss his proposal for operating the temporary ice rink. The City Council at that time requested that staff move forward with developing a SUP and ensuring the City could provide the location and basic infrastructure for the temporary ice rink. Since that time, staff has reported back to the City Council's Park's Committee on a monthly basis.

Typically, Special Use Permits are approved administratively and not reviewed by the City Council; because this is a new use, the City Council is being asked to review the SUP for consideration of approval. The SUP is only for the 2019/2020 winter season; following the close of the first season, attendance numbers, revenues, and expenditures will be presented to the Council prior to any future agreements.

The following item is included under **TAB 3:**

- SUP: Holidays on Ice
  - **MOTION:** *The Leavenworth City Council moves to approve and authorizes the City Administrator to sign the Special Use Permit with Holidays on Ice, Mr. Rich Yakkey, for the operation of a temporary ice rink in Lions Park contingent on compliance with all requirements.*