

LEAVENWORTH CITY COUNCIL STUDY SESSION MINUTES
July 14, 2020

Mayor Carl Florea called the July 14, 2020 Study Session to order at 8:39 AM.

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

Staff Present: Ana Cortez-Steiner, Chantell Steiner, Herb Amick, and Lilith Vespier.

1. Water Capital Improvement Plan / Alternatives – Gray & Osborne

Keith Stewart, PE and Adam Miller, PE with Gray & Osborne provided the City Council with a PowerPoint Presentation on the Water Capital Improvement Plan. Mr. Stewart identified the various assessments that have been completed to determine the capital improvements needed to maintain and upgrade the Water Treatment Plant. The purpose of the review at this time is to identify the options for improvements and to determine a plan to proceed forward with improvements based on future funding options. He identified various findings for structural, architectural and mechanical concerns, security issues that have been identified, and the need to incorporate an auxiliary generator for backup purposes. He noted that there are little concerns in regard to mechanical items; however, tight spaces within the facility make it difficult for staff to efficiently respond to issues as they arise. He identified various portions of the facility that are having high levels of corrosion due to inadequate ventilation. There was a brief discussion on the current use of gas chlorine and options for transitioning to hypochlorite.

Mr. Stewart reviewed the results from the assessment completed providing a prioritized list of modifications to consider. He reviewed the highest priority modifications that are estimated at a cost of \$1,853,000. He then reviewed recommended modifications for an additional cost of approximately \$701,000. He identified the following alternative options to consider: Status quo, upgrade existing treatment equipment, install new filtration equipment, install new membrane filter equipment, construct new Water Treatment Plant, additional groundwater well, or install slow sand filtration equipment. He then proceeded to review each alternative in more detail identifying differences in the capability of how many gallons per minute (gpm) could occur with the different options. In summary, he identified an alternative summary page that details the various factors of each alternative in a table format.

Mr. Stewart stated that the Council needs to consider the following questions first: Does the City desire maintaining the current Water Treatment Plant, should the City consider a new location of a treatment plant or does the City want to transition to only utilizing a well system? What is the desired capacity, 1,400 gpm or move up to 2,800 gpm? Currently, the City has 1,400 gpm of uninterruptible and 1,400 of interruptible water rights. Mr. Miller identified some funding options that have been explored from USDA Rural Development and the Drinking Water State Revolving Fund as well as the Public Works Board, Community Development Block Grants, and Department of Health. He noted some potential for approximately 75% of grant/forgivable loans for the total project. He identified the next steps to identify the short and long-term objectives, further explore funding opportunities and then proceed with the selected design alternatives. He noted the need to consider pilot testing that could begin as soon as 2021-2022 with design development in 2022-2023 and beginning with construction as early as 2023-2024.

Council discussed previous expectations to maintain the Water Treatment Plant in conjunction with the wells system. Water Plant Supervisor Tracy Valentine stressed the need to consider a 24-hour operation and to consider the amount of staffing needed to maintain a proper running facility. It was noted that the City Council will be reviewing the current status of the City's water rights litigation with the Department of Ecology and the results of the negotiations through the Icicle Work Group at the August Study Session; this will be a critical step prior to determining the next steps for the Water Plant Improvements.

2. Draft Resolution XX-2020 – Six Year Capital Improvement/Facilities Plan

Development Services Manager Lilith Vespier updated the Council on the status of the existing Capital Facilities Plan that is now being referred to as the Capital Improvement Plan. She stated that the Council has been provided the existing plan to review and consider amendments that might be necessary. She explained that the City is working on a new format that will be in compliance with State requirements and can be reviewed and adopted each year. She discussed the option to incorporate the City's Six-Year Transportation Improvement Plan (STIP) that is reviewed and updated on an annual basis. Manager Vespier briefly reviewed other portions of the Comprehensive Plan that can be included in the Capital Improvement Plan, such as defining levels of service for public safety, even though the City does not operate a police or fire department.

3. 2020 Project Tracker / 2020 Future Council Agenda Items

City Administrator Ana Cortez-Steiner reviewed the purpose of the project tracker to provide the Council with current information on the major objectives that staff is working on. Council reviewed some of the specific projects for further information, including the Apple Maggot Quarantine Issue, the remaining Golf Course lot for sale, Lyons Club Park Pavilion, the return of Holidays on Ice, Osborn Elementary School Environmental Review process, and an update on the new garbage truck that is anticipated by year-end.

4. Annual Retreat Agenda Review

Administrator Cortez-Steiner reviewed the draft agenda that has been put together with assistance from Mayor Pro Tempore Hessburg. The agenda begins with a time for Council to review the Council's priorities, desired outcomes, and policy priorities. Mid-morning will include a time for reviewing the Mayor-Council form of Government and the various areas involved for the Mayor, Council, Open Public Meetings, and the quasi-judicial role of the Planning Commission in conjunction with how the City Code is amended. The afternoon portion of the retreat would focus on budgetary elements that would include a review of revenues, taxes, fees/rates, expenditures and clarification of how the City spends versus how it can spend.

Councilmember Bretz questioned the ability to move the budget portion of the discussion to the beginning of the day, which may lend better to exploring the Council's priorities in the afternoon. Council discussed options for reorganizing the agenda. One item to consider for a future study session is to consider training opportunities for the Council from an outside agency, such as the Municipal Research Services Center (MRSC) or Association of Washington Cities (AWC).

5. Review of Ordinances of Code Inconsistencies

Manager Vespier stated that the City Council will be asked this evening to approve the ordinances related to various code inconsistencies that the Planning Commission has been working on over the past several months. She gave a brief review of each of the ordinances that identifies changes to Leavenworth Municipal Code Chapters 12.08, 21.07, 15.04, and 14.10.

Councilmembers discussed the changes in Chapter 15.04 regarding the increase of square footage for accessory storage/playhouses from 120 square feet to 200 square feet. Councilmember Waters has concern at expanding the allowance of this square footage. Council noted that other factors would come into play on individual developments that includes setbacks and other regulatory requirements when a structure is being added. Manager Vespier noted that public hearings for these items were extended on two separate occasions and there were no comments received from the public.

6. Quarterly City Newsletter Recommendations – Distribution in August

Mayor Florea stated that if Council has suggestions for this item to email Executive Assistant Sue Cragun with their ideas.

7. Allowing Bees in the City Limits

Mayor Florea stated that he has brought this item for the Council to consider as bees are an essential resource and the current code does not allow for keeping of bees within city limits. Councilmember Bretz stated that she would be interested in learning more about the parameters that other communities have put into place to see if this is something to consider. There may be some concerns to consider; Council suggested reaching out to a qualified state agency to see if they can come and present information on this topic.

8. Public Comment Period

None.

The meeting adjourned at 10:29 A.M.

APPROVED



Carl Florea
Mayor

ATTEST



Chantell Steiner
Finance Director/City Clerk