



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
July 23, 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 July 9, 2019 Study Session Minutes
3. Approval of July 9, 2019 Regular Meeting Minutes
4. 2019 Claims \$1,122,196.97

Councilmember and Committee Reports

Mayor / Administration Reports

Comments from the Public on Items Not on the Agenda

Group Funding Report: The Big Chill & Leavenworth Stayover – Rhona Baron

Resolutions, Ordinances, Orders, and Other Business

1. Action: Resolution 11-2019 Commercial Street Alley Vacation Public Hearing Notice
2. Action: Authorization to Bid: WWTP Pista Grit System
3. Action: Solid Waste Assessment – Request for Proposal
4. Discussion: Golf Course Property
5. Executive Session: RCW 42.30.110 (1)(i)(i) Pending Litigation
6. Discussion: Water System Capital Improvements
7. Discussion: Community Block Party
8. Action: Cancel 8/13/19 Council & Subcommittee Meetings – Study Session Move to 8/27/19

Information Items for Future Consideration

Adjournment

(Next Ordinance is 1594 – Next Resolution is 12-2019)

SUPPLEMENTAL COUNCIL AGENDA

1. Resolution 11-2019 Commercial Street Alley Vacation Public Hearing Notice

The City Council is being requested to establish a Hearing date and time to consider the vacation of a portion of Commercial Street and an alley located in the Second Addition Leavenworth Plat, abutting the City Public Works properties, 216 14th Street and 1400 Commercial Street, and Thomas Lin’s “car wash” property, 1451 US Highway 2.

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:**

- Resolution 11-2019
- Map of Proposed Vacation of Right-of-Way
- **MOTION:** *The Leavenworth City Council moves to approve Resolution 11-2019 establishing a Public Hearing on September 24, 2019 at 6:45 PM to consider the vacation of a portion of Commercial Street easterly of 14th Street and the alley delineated on Block 7 of the Second Addition Leavenworth Plat.*

2. Authorization to Bid: WWTP Pista Grit System

The City Council is being asked to approve the advertisement for bid on the Wastewater Treatment Plant Grit Removal System – Removal/Replacement Project. This project includes the removal and disposal of the existing non-functioning PISTA grit removal system and subsequent replacement with a new PISTA grit system or an approved alternative. Originally, replacement of the system was scheduled to occur along with the full plant funded upgrades of 2020; however, complete failure of the existing grit system requires that emergency replacement be done as soon as possible prior to the previously scheduled improvements. A grit removal system is for the removal of sand, gravel, cinder, or other heavy solid materials that are “heavier” (higher specific gravity) than the organic biodegradable solids in the wastewater. Grit also includes eggshells, bone chips, seeds, coffee grounds, and large organic particles, such as food waste. Removal of grit prevents unnecessary abrasion and wear of mechanical equipment, grit deposition in pipelines and channels, and accumulation of grit in anaerobic digesters and aeration basins. The present grit system failure allows for grit to enter the treatment process unabated, causing damage and unusual wear to other equipment and parts such as pumps, blowers, valves, etc., which can result in other needed emergency repairs.

Funding for this project will not be included in the RD Funding of the 2020 Plant Improvements. Funding for the project is available in the Sewer Capital Reserve Fund. The estimate of probable costs is \$140,000 - \$175,000.

The consulting City Engineers, Varela and Associates, have provided stand-alone drawings and specifications for bidding and installation purposes. Replacement “in kind” of a PISTA grit system (or approved alternative) will allow for a relatively simple replacement process.

The bids will be advertised to all bidders through the usual outlets and will be open for a period of three weeks. All bids received by the bid closing date and time 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.

COUNCIL GOALS

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

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

- Request for Bids
- Drawings and Specification – Figure 1
- **MOTION:** *The Leavenworth City Council moves to authorize the advertisement for bids for the Wastewater Treatment Plant Grit Removal System – Removal/Replacement Project.*

3. Solid Waste Assessment – Request for Proposal

The City Council is being asked to approve the authorization of a Request for Proposal (RFP) for a solid waste, recycling, and organics assessment study for the solid waste/garbage collected within the City Commercial Districts. The information obtained from the assessment will be used in managing the City’s solid waste and recycling collection services. The RFP asks firms to develop a process that can be used in measuring and identifying different components within the waste stream and identify larger waste producers. The information can then be used to develop strategies for waste reduction or alternatives in handling different components of the waste stream. Currently, a high percentage of the solid waste generated in the commercial area is delivered to the Dryden Transfer Station, with the exception of the cardboard recycling program and the curbside recycling program. Solid waste deposited at the Dryden Transfer Station is eventually disposed of at the East Wenatchee Landfill.

COUNCIL GOALS

<i>Revenue & Fiscal Health</i>	Is the request/action (Ordinance/Resolution) consistent with the Financial Policy?	✓
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<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**:

- Request for Proposal – Solid Waste, Recycling, and Organics Waste and Assessment Study
- Table 1: Garbage Weight Tonnage by Month
- **MOTION:** *The Leavenworth City Council moves to authorize the posting and advertising of the Request for Proposal for a Solid Waste, Recycling, and Organics Waste Assessment Study for the Commercial Sector.*

4. Discussion: Golf Course Property

On April 23, 2019, the City Council approved Resolution No. 05-2019 declaring the three properties owned by the City of Leavenworth as Surplus. These three properties are adjacent to the City Golf Course and front on Icicle Road. The resolution authorized the City Administration to proceed with the sale of property. This time is allowed tonight to provide the City Council with information on how the auction of the property will proceed.

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

5. Executive Session: RCW 42.30.110 (1)(i)(i) Pending Litigation

This time is provided to give an update to the City Council on the current status of the City's litigation with the Department of Ecology regarding the City's water rights.

There are no items included under **TAB 5**.

6. Discussion: Water System Capital Improvements

This discussion is a continuation of the Water System Capital Improvement Planning Discussion. At the previous City Council Study Session on July 9, 2019, the Council discussed three major areas concerning the Water System Capital Improvement Plan: Replacement of Water Meters, Replacement of Water Transmission Lines, and Improvements needed at the Water Treatment Plant.

At that time, City Council requested that additional information regarding a water meter replacement project be brought forward. The recommendation is to replace all City meters with new Smart Meter technology. The new meters would provide better information and data for managing the City's water system and better information to water users. City staff is currently reviewing options for the meter replacement project. This includes type of meters and reviewing options on installation. The staff recommendation would be to develop the different project options and bring back a recommendation and funding proposal to the Council by October 1, 2019; tentative installation time being the spring/summer of 2020.

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

- Memorandum: Important Information Concerning Pending Litigation, City Water Rights, and City Budget and Capital Plans.
- Attachment A – City of Leavenworth Water Supply and Terminology and Fact Sheet
- Attachment B - Summary of Existing and Pending Water Rights

- Attachment C – Comparison of Existing and Pending Water Rights with Existing and Projected Demands
- Figure 1 and 1a – Annual Quantity and Forecasted Growth
- Figure 2 and 2a – Instantaneous Quantity and Forecasted Growth
- Map of Existing Water System Facility
- Table 6-1 Capital Improvement Plan (Water System Plan 2017)
- WTP Treatment Alternatives Summary Table (2018 Water Treatment Plant Assessment)

7. Discussion: Community Block Party

The City Council has requested that the City hold a block party on August 20, 2019. This time is provided to review the current planning of the event.

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

- Block Party Flyer
- Party Checklist

8. Cancel 8/13/19 Council & Subcommittee Meetings – Study Session Move to 8/27/19

Based on the Council discussion at the July Study Session, the Council is being asked to cancel the August 13, 2019 meetings and to reschedule the August 13, 2019 Study Session to August 27, 2019.

COUNCIL GOALS

<i>Revenue & Fiscal Health</i>	Is the request/action (Ordinance/Resolution) consistent with the Financial Policy?	
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<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 8.**

- **MOTION:** *The Leavenworth City Council moves to cancel the August 13, 2019 City Council and Subcommittee Meetings and directs the City Clerk to advertise rescheduling of the August 13, 2019 Study Session Meeting to August 27, 2019.*