

LEAVENWORTH CITY COUNCIL MINUTES

July 23, 2019

Mayor Cheryl Kelley Farivar called the July 23, 2019 Leavenworth City Council meeting to order at 6:30 PM and Attorney Emily Guildner led the City Council in the Flag Salute.

ROLL CALL

Council Present: Mayor Cheryl K. Farivar, Carolyn Wilson, Mia Bretz, Margaret Neighbors, Sharon Waters, Clint Strand, and Jason Lundgren.

Staff Present: City Administrator Joel Walinski, Attorney Emily Guildner, Chantell Steiner, Lilith Vespier, Herb Amick, and Sue Cragun.

APPROVAL OF THE CONSENT AGENDA

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 Strand motioned to amend the consent agenda and move item #5 Executive Session to the end of the meeting. The motion was seconded by Councilmember Wilson and passed unanimously.

Councilmember Strand motioned to approve the consent agenda as amended. The motion was seconded by Councilmember Bretz and passed unanimously.

COUNCILMEMBER AND COMMITTEE REPORTS

Councilmember Strand reported on the Leavenworth Area Promotions (LAP) Committee meeting and stated that the group reviewed prospective advertising campaigns and noted that the Committee will hold its annual retreat in September. He reported on the Finance Committee meeting noting that this month's figures have not come in yet but are holding steady; the Committee also reviewed the Water Fund finances and upcoming capital improvement projects for financing opportunities. He then reported on the Public Safety Committee meeting and stated that the group discussed the timing of the new HAWK crosswalks and noted that they are seeing some improvement since installation; WSDOT will be asked to provide additional signage regarding the use of the new system. He went on to report that there will be more aggressive enforcement of the fire lanes downtown, the City received a briefing from Homeland Security on July 9, 2019, and the Committee is looking at recommendations to revert Central Avenue back to two-way traffic.

Councilmember Neighbors reported that she attended the Upper Valley Museum Board meeting; the group has been busy with their move into a new location downtown and working on funding. She provided a brief update regarding the timeline of the Museum move, renovations, and organizing the exhibits.

Councilmember Bretz reported on the Parking Advisory Committee meeting and stated that the group had a discussion with Brad Magee with CivicSmart regarding programs, costs, and equipment. She stated that the July Link Transit Board meeting was canceled. She reported on the Housing Committee and stated that the majority of the discussion was in regard to new Washington State legislation that will assist with affordable housing and noted that the Committee discussed two of the four new elements. She said that one element will provide current sales tax funds to cities to use for affordable housing; a letter of intent will need to be provided by January next year, which will be further discussed at the August Study Session. She said that the other element is in regard to planning; cities may update their code in order to increase density and provides grant funding for increased planning related to affordable housing. She said that discussion also included density, diversity in housing, and economic choices for housing.

Councilmember Wilson reported that she attended the Downtown Steering Committee and stated that the group discussed parking, the restroom remodel, and the Master Plan for Front Street. She also attended the Public Safety Committee meeting.

MAYOR/ADMINISTRATION REPORTS

Mayor Farivar reported that she attended the Chelan Douglas Transportation Council (CDTC) meeting and stated that the Council received presentations from sixteen communities who are seeking project funding; Administrator Walinski provided a presentation on the Pine Street Reconstruction Phase II project regarding funding for the planning portion of that upcoming project. She said that the CDTC is analyzing those funding requests, which will be tallied for the next meeting, and the City will find the results prior to the end of August.

City Administrator Joel Walinski reported that Mr. Brad Magee from Civic-Smart has additional information at the Civic-Smart website.

Finance Director Chantell Steiner reported that the WA State Auditors have postponed the City's Biennial Audit until Monday, July 29, 2019.

Development Services Manager Lilith Vespier provided an update on the Land Use Petition Act (LUPA) Appeal for the Adventure Park and detailed the timeline to the court date, which may take place in November this year. There was a brief discussion of the transcription process from the twelve-hour hearing before the Hearing Examiner. She announced that the Geographical Information System (GIS) interactive map is available on the City's website and she went on to provide an update on the recent activities of the Development Services Department regarding recent approvals, permitting, and code compliance. She addressed the activities of the Planning Commission and stated that Commissioners discussed the Development Regulations that were remanded back to the Planning Commission; there was a large representation of the public in attendance. The Planning Commission will also be holding an additional workshop on July 31, 2019 at 6:30 PM regarding the Development Regulations. She stated that the Planning Commission will have a guest speaker from the Chelan County PUD at the next meeting on August 7, 2019. On a final note, she said that she and Administrator Walinski sent a letter to the River Bend Park Association, encouraging them to consolidate their private water system with the City's, which will be beneficial to both parties, and that staff is looking at contacting another group of residents up Ski Hill that also have a private water system that could be considered for consolidation.

Public Works Director Herb Amick reported the progress to date on the Pine Street Reconstruction Phase I and the Enchantment Park Field Drainage projects.

COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

None.

GROUP FUNDING REPORT: THE BIG CHILL & LEAVENWORTH STAYOVER – RHONA BARON

Ms. Rhona Baron provided a report on the Cascade Farmlands recent Big Chill Ciderfest event that took place in Cashmere, WA. She noted that she requested the Lodging Tax Group Funding grant from the City of Leavenworth, as there is only one hotel in Cashmere, and she wanted to direct her visitors to stay in Leavenworth. She explained that the Big Chill Ciderfest is a cider tasting from 14 different local cider makers from the Apple Capital. She said that the funding that was provided by the City of Leavenworth was used for the production of the Leavenworth Cider Stroll brochure and a map to various Leavenworth cideries. On a final note, she provided the numbers of attendees and where they traveled from. She added that she will report back at the end of the year regarding the success of the Leavenworth Cider Stroll.

RESOLUTIONS, ORDINANCES, ORDERS, AND OTHER BUSINESS

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

Development Services Manager Lilith Vespier stated that the City Council is being requested to establish a Public 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 at 1451 US Hwy 2.

Councilmember Bretz motioned 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. The motion was seconded by Councilmember Lundgren and passed unanimously.

2. Authorization to Bid: WWTP Pista Grit System

Public Works Director Herb Amick stated that the City Council is being asked to approve the bid advertisement for the Wastewater Treatment Plant Grit Removal System – Removal/Replacement Project. He provided a brief description of the necessary emergency repair work and the recommended equipment to be installed. He noted that funding for the project will not be included in the Rural Development Loan Funding for the 2020 Wastewater Treatment Plant Improvement project. He said that the funding will be provided from the Sewer Capital Reserves and that the estimated costs are approximately \$140,000 - \$175,000. He stated the bidding process and confirmed that the lowest qualified bid will be presented to the Council for consideration of a bid award at an upcoming Council meeting.

Councilmember Lundgren motioned to authorize the advertisement for bids for the Wastewater Treatment Plant Grit Removal System – Removal/Replacement project. The motion was seconded by Councilmember Neighbors and passed unanimously.

3. Solid Waste Assessment – Request for Proposal

City Administrator Joel Walinski stated that 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 that is collected within the City's Commercial District. He said that he will ask that the contractor design and build a product specific to Leavenworth's needs and noted that the cost is estimated to be approximately \$10,000 - \$25,000.

Councilmember Wilson motioned 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. The motion was seconded by Councilmember Bretz and passed unanimously.

4. Discussion: Golf Course Property

City Administrator Joel Walinski stated that the City Council recently approved Resolution No. 05-2019, which declares three parcels owned by the City of Leavenworth as Surplus; the parcels are located on Icicle Road adjacent to the City Golf Course. Mayor Farivar provided a handout that displayed a mock-up of the For-Sale sign and stated the tasks that will take place in order to get the parcels ready for viewing. She said that she will attend local Realtor's sales meetings and provide information and bid packets to Realtors from July 29 through August 2, 2019, the For-Sale sign will be posted the first week of August, and sealed bids will then be accepted until the bid opening date of October 1, 2019 at 2:00 PM. She added that there will be a \$250,000 minimum bid and that the closing of sales will take place on or before December 15, 2019. She noted that staff will go over the terms of the sale again at the bid opening.

5. Discussion: Water System Capital Improvements

City Administrator Joel Walinski began the discussion by addressing the City's current status with regard to water rights. He addressed the White Paper from the City Attorney, which outlines the City's water rights litigation against the Department of Ecology. He addressed water rights, what they mean, how they are calculated, total annual rights, instantaneous quantity of water rights, and pending water rights. He spoke to interruptible and non-interruptible water rights that the City currently has on the Icicle and Wenatchee River's. He spoke to an annual 2.2% population growth and retaining water for a 50-year growth model; the City will have enough or nearly enough water for that time period. He stated that the Water System Plan projects a 55% increase in demand in the next twenty years, although the City is currently producing the same amount of water as was produced in 1994. He spoke to water conservation and noted that the largest consumers of water are in the Commercial District; those commercial users are typically more efficient than residential users. He added that once the distribution lines are replaced throughout the City, that will also show significant conservation. He said that moving forward, water conservation is the number one thing that can be done, which will allow long term growth to be accomplished as planned. On a final note, there was discussion regarding the Water Meter Replacement project, which has in-house funding currently available. He noted that grant and loan programs will be better suited for the replacement of transmission lines at this time. He said that the water meter replacement project will be further planned and discussed over the next two months.

6. Discussion: Community Block Party

City Administrator Joel Walinski stated that the City Council has requested that the City hold a Community Block Party on August 20, 2019. Mayor Farivar stated that the Public Safety Committee discussed the Block Party and she confirmed that the Sheriff and Fire District will provide a police car and firetruck for display and officers in uniform. Administrator Walinski said

that the Council members will cook and serve the food while staff will plan and prepare for the event. There was discussion of how many attendees to prepare for, additional food suggestions, games, and entertainment.

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

Councilmember Wilson motioned 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. The motion was seconded by Councilmember Strand and passed unanimously.

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

Mayor Farivar asked for a motion to enter into Executive Session.

Councilmember Lundgren motioned to enter into Executive Session at 7:54 PM for approximately 20 minutes to discuss Pending Litigation with no action to be taken. The motion was seconded by Councilmember Wilson and passed unanimously.

Mayor Farivar reconvened the Regular Council meeting at 8:14 PM.

ITEMS FOR FUTURE CONSIDERATION

None.

ADJOURNMENT

Seeing no other business, Councilmember Neighbors motioned to adjourn the July 23, 2019 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Waters and passed unanimously.

The meeting adjourned at 8:14 PM.

APPROVED



Cheryl Kelley Farivar
Mayor

ATTEST



Chantell Steiner
Finance Director / City Clerk