

## LEAVENWORTH CITY COUNCIL ANNUAL RETREAT MINUTES

July 31, 2020

Mayor Florea called the July 31, 2020 Leavenworth City Council Annual Retreat meeting to order at 7:00 A.M.

### ROLL CALL

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

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

### Mayor and Mayor Pro Tempore Welcome – 7:00 – 7:15 AM

### Council Priorities – 7:15 – 9:15 AM

Mayor Pro Tempore Anne Hessburg thanked the Council for attending and asked that Councilmembers share what they ran for office for and how those priorities may have changed over the tenure of their time on council.

- Councilmember Wilson – She stated that she has been on Council for approximately 13 years and although priorities change her current initiatives would be related to parking and budgeting.
- Councilmember Bretz – She also noted that her original purposes for running for office have changed from when she began over four years ago; her current priorities would include increasing communications, working on projects, updating the City’s website, participating on the Chamber/LAP, Housing and Upper Valley Park & Recreation Service Area Committees/Boards, increasing community involvement and business opportunities, and she enjoyed being involved in the development and construction of the new Skatepark.
- Councilmember Waters – She stated that she moved to Leavenworth approximately 50 years ago and has been involved with the City Council since the 1970’s. She stated that she currently would like to work on bettering the ability for citizens to be engaged as she feels that many people do not understand or know of the existence of many of the City’s Committees. She also would like to see improvements to the Council Chambers sound system so that citizens can hear and participate in Council meetings effectively.
- Councilmember Lundgren – He stated that there is much work to do in Leavenworth; however, he does not see or feel the “divide” between the residents and commercial businesses as much as he has previously felt. He strongly feels that the City needs to find ways to assist the downtown businesses, particularly during the COVID-19 pandemic. He joined the Council, and continues to advocate for more engagement and learning opportunities for wildfire safety, response, and evacuation as well as recycling. He questioned the status of the Meadowlark Development Project; Councilmembers briefly discussed the history of this project and the potential to consider future partnerships with Upper Valley MEND.
- Councilmember Strand – He stated that he would like to work on positively supporting the business and community needs for a healthy focused approach. He would also like to look at how

to address concerns for growth in the Urban Growth Area, maintaining economic resiliency and sustainability and to support efforts for housing, development and transparency.

- Councilmember Reister – He stated that he is native born to Leavenworth and has seen the town go through many changes over the decades. He has concerns with managing growth to ensure that the City remains livable and affordable for residents. He has interests in participating in the development of city projects, ensuring citizen engagement with those projects, looking at new ways to provide information, such as reader boards or more newsletter type distributions and to consider ways to move residents across the highway without using the existing crosswalks, such as an under or over pass. He also noted his interest in reinvigorating the Meadowlark Development Project and reminded Council to participate in the County’s River Study that is currently underway.
- Mayor Pro Tempore Hessburg – She stated that she would like to find better ways to resolve communication issues, such as misinformation in the community and those that occur on social media. She enjoys leading the Parking Committee on the new plans for parking and noted the positive result of COVID-19 is the exploration of the closure of the downtown streets. She would like to work on the community separation issues that are prevalent, affordable housing/Meadowlark, workforce housing, and environmental related projects such as recycling and composting.
- Mayor Florea – He stated that he moved to Leavenworth in 1985 and has been working with the community in various ways since that time. He said that he feels the current Council is a great diverse group of people that he enjoys working with. One of his main priorities is Housing, increasing communication and participation of the residents and businesses to bring back the strength of their involvement together; this was his vision of L.I.F.E. 2.0. He also wants to ensure that Leavenworth moves forward with sustainability in mind for both residents and businesses.

Councilmembers provided a second round of priorities that included such topics as public safety/fire, consideration for a parking garage, resident parking passes, reinvigorating the Meadowlark Development, exploring the Urban Growth Area, COVID-19 opportunities for exploring festival safety/health, sustainability of the community, housing opportunities, improving communication tools, visioning from/for the community in regard to Osborn Elementary, exploring new ideas, consideration for the upcoming Sheriff Contract, Fire prevention/education and response, recycling, transparency, and updating the City’s website.

**Break – 9:55 – 10:05**

**Mayor-Council form of Government 101 with Emily Guildner of Weed, Graafstra and Associates, Inc. – 10:05 – 12:13**

The City Council observed a PowerPoint Presentation pre-recorded by Ms. Guildner that detailed the procedures and regulations relating to the following topics:

- Open Public Meetings Act / Social Media Policy
- Quasi-Judicial Role: Planning Commission & Municipal Code
- Mayor as Chief Executive
- Council as Chief Legislator
- Mayor Pro Tempore
- City Administrator

Upon completion of the presentation, Ms. Guildner called in to address Councilmembers questions.

**Lunch Break – 12:13 – 12:45**

**Taxes, Fees, and Rates: How do we spend and how can funds be spent, COVID-19 Impacts, and details of the General Fund, Lodging Tax Fund, and Enterprise Fund – 12:45 – 2:00**

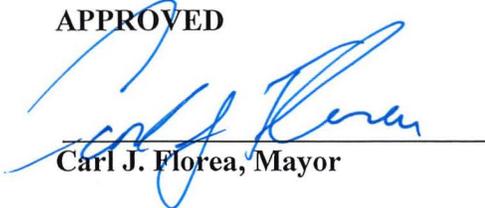
Finance Director Chantell Steiner provided the Council with a PowerPoint Presentation that identified the uses of revenues and expenditures for the various funds of the City. She identified the majority of the City's operations to be Enterprise related for utilities, such as Garbage, Water, Sewer, Stormwater, and Parking. The second largest revenue is Retail Sales taxes and third is the Lodging taxes. She reviewed the General Fund revenues and specified the types of revenues that the fund receives and how those funds are unrestricted in most cases for any expenditure purpose. She noted the impacts of COVID-19 to still be unknown; however, they are considerably affecting the retail, lodging and parking revenues at this time. Mrs. Steiner identified the historical and current revenues being generated for these major revenue streams and explained how the tourism of Leavenworth affects when and how the revenues ebb and flow. She then reviewed how the City adopts utility revenues through the use of a six-year utility rate study and identified the major capital projects planned for the Wastewater, Water and Parking Funds. She provided information on bonding and debt service and how capital projects are timed when old debt is retiring to acquire new debt with little to no impact to the rate payers. She identified the past ten years of street improvements completed, noting significant support from State grants and the Leavenworth Transportation Benefit District Funds. In closing, she reviewed other initiatives and projects that will be considered in the 2021-2022 Budget. Due to time constraints provided materials for the Lodging Tax Fund were postponed for a future discussion.

**Council Future Initiatives – 2:00 – 3:15**

City Administrator Ana Cortez-Steiner stated that some items in Mrs. Steiner's presentation need some discussion and direction. She identified the initiatives for consideration to be an Arts District, Ice/Hockey Rink, the Eastside City Services Relocation, Osborn Elementary, Public Safety, and Meadowlark. Councilmembers discussed the Ice/Hockey Rink in regard to the previous contract with Holidays on Ice at the Lions Club Park and a potential new contract with local resident Mr. Marco Aurilio for the P1 Parking Lot. They briefly discussed Osborn Elementary and to work on meeting with Upper Valley MEND to get a status of the potential to reinvigorate the Meadowlark Housing Development Project.

Seeing no other business, Mayor Florea adjourned the July 31, 2020 annual retreat meeting of the Leavenworth City Council. The meeting adjourned at 3:15 p.m.

**APPROVED**

  
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Carl J. Florea, Mayor

**ATTEST**

  
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Chantell Steiner  
Finance Director/City Clerk