

LEAVENWORTH CITY COUNCIL MINUTES
August 11, 2020

Mayor Carl J. Florea called the August 11, 2020 Leavenworth City Council meeting to order at 6:30 PM. The meeting was held by Zoom Conferencing.

ROLL CALL

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

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

Mayor Florea excused Councilmember Mia Bretz.

APPROVAL OF THE CONSENT AGENDA

Consent Agenda

1. Approval of Agenda
2. Approval of July 28, 2020 Regular Meeting Minutes
3. Approval of July 31, 2020 Annual Retreat Minutes
4. July 2020 Payroll \$250,736.75
5. 2020 Claims \$125,809.52
6. Professional Services Agreement with Correct Equipment for Water Meter Project
7. Resolution 16-2020 Cancellation of Gatherings

Councilmember Lundgren motioned to approve the consent agenda. The motion was seconded by Councilmember Waters and passed unanimously.

PUBLIC SAFETY REPORT: SERGEANT SCOTT LAWRENCE, LIAISON OFFICER

None.

COUNCILMEMBER AND COMMITTEE REPORTS

Councilmember Wilson reported that she attended the Economic Development, Parks, and Festhalle Oversight Committee meetings. She reported on the Economic Development Committee and stated that the group discussed the potential use of urban growth area in the Chumstick area, which could be used for light industrial / live work units; there is an interested land owner. She said that there was also discussion of a Development Agreement with Willkommen, LLC and the renewal of a Charter Communications Franchise Agreement for 10 years. She reported on the Parks Committee meeting and stated that Leavenworth resident Ryan Carrasco provided an update on the process of obtaining permitting for erosion control on the City's river banks; he will work with Development Services staff on the appropriate permitting. Mr. Carrasco has suggested erosion control to include planting and fencing along the river bank and coordinating with Trout Unlimited for funding and volunteers. There was discussion of people jumping from the Blackbird Island bridge and also congregating on the bridge, not allowing for social distancing; new signage will be placed stating, "No jumping, stopping, gathering". On a final note, she reported on the

Festhalle Oversight Committee meeting and stated that Festhalle Manager Josh Flickner has resigned and that all Festhalle events have been canceled for the remainder of the year, due to the Governor's phased reopening plan. She said that Mr. Flickner has identified pared down minimal coverage for the facility. There was discussion of Assistant Manager Mike Hartnell stepping in to maintain that minimal Festhalle coverage; Festhalle restrooms are still open and will remain open through Labor Day.

Councilmember Waters reported that she attended a Tech Policy Webinar hosted by the State of Washington; she provided a brief report of the meeting regarding 3G versus 5G services. She attended a Latinx Advisory Group that addressed how to get COVID-19 information to the Latinx population through the use of social media, churches, and camps. She attended two Chelan Douglas Health District (CDHD) Board meetings; the State of WA is concerned with the high rate of positive numbers in Chelan and Douglas Counties. A State Epidemiologist for communicable diseases has visited the area to provide oversight and consultation to local health districts. She noted that the team has also worked with the City of Yakima and were able to turn around the high positive numbers. On a final note, she stated that she attended the Festhalle Oversight, Parks, and Public Works Committee's and the Study Session meeting.

Councilmember Strand reported that he attended the Study Session meeting.

Councilmember Lundgren reported that he attended the Parks and Public Works Committee meetings. He reported on Public Works and stated that the group discussed the South Interceptor project and moving forward with the second lowest bidder. He provided a brief update on the progress of the Wastewater Treatment Plant Upgrade project. He said that the Committee also addressed rules for overnight parking at the West (DOT) Parking Lot and reviewed the Charter Communications Franchise Agreement.

Councilmember Hessburg reported on the Parking Advisory Committee meeting and confirmed that the contractor will begin installation following Labor Day. She confirmed that the meters will not go live at that time, they are only installing the equipment. She announced that the Parking Public Open House will take place on August 20, 2020; topics will include the proposed parking rates, residential zone parking, and employee parking options. She also attended the Economic Development Committee meeting.

Councilmember Reister reported that he attended the Study Session meeting.

MAYOR/ADMINISTRATION REPORTS

Mayor Carl Florea reported on the Study Session and stated that the Council received a report from Water Rights Attorney Thomas Pors regarding the City's water rights. He noted that the City has been in ongoing discussions with the Department of Ecology and have been in a holding pattern for eight years; the Council received the background information that will be further discussed in Executive Session at the next meeting. He said that the Council also reviewed their priorities from the City Council Annual Retreat and there was a discussion on a Request for Proposal for the visioning process for the Osborn property. Mayor Florea also attended the Tri-Commission meeting with the local Mayors and the Chelan County Commissioners, PUD, and Port Authority. He said that the group received information related to COVID-19, funding, local updates, and new 15 minute result COVID-19 testing.

City Administrator Ana Cortez-Steiner reported that she is working with the Festhalle management team on the scope of work necessary to provide minimal Festhalle coverage, which will outline the number of Festhalle tasks, necessary COVID-19 related tasks, and supplemental tasks related to the downtown Front Street closure. She said that staff is working with Willkommen, LLC to draft a Development Agreement, which will commit the City to due diligence in relation to the concept of an east side development expansion/relocation of city facilities. She will also be working on a Request for Proposal (RFP) to secure a partner for the visioning process for the Osborn property.

Finance Director Chantell Steiner reported that parking year-to-date is at 70% of last year, July was 80%, and August is currently trending at 94%; P1 and P4 are getting a lot of activity. She reported on the Festhalle Fund and noted that \$53,000 of the \$70,000 has been expended, \$7,440 is included in today's check run, and that more refunds are forthcoming. She stated that Festhalle deposits are received well in advance, which could cause for potential refunds of up to \$24,000 through 2022. On a final note, she stated that the Finance Committee would like to meet to discuss potential cuts to the Lodging Tax Fund with Councilmembers Hessburg, Bretz, and Strand.

Development Services Manager Lilith Vespier reported that the Transportation Planning Public Workshop will take place on August 19, 2020 at 7:00 PM. She said that the Housing Action Plan Workshop and joint meeting with the City Council will take place on September 2, 2020 at 7:00 PM; the joint meeting with the Council begins at 6:30 PM and will last 30 minutes. She added that a flyer for the Housing Workshop has been posted and includes an announcement, "tell us your housing story". She said that the workshop will address data provided by BERK Consulting, and should be ready for the public to review soon.

COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

Marco Aurilio requested that his group could remain on standby, in the event that Chelan County reaches Phase 4, the temporary ice rink would be ready to move forward. He would like staff to move forward with his request to lease the P1 parking lot for this endeavor.

RESOLUTIONS, ORDINANCES, ORDERS, AND OTHER BUSINESS

8. TIB Contract for Central Paving – Pilot Pavement Project / Whitman Street

Public Works Director Herb Amick stated that the City Council is being asked to approve a Transportation Improvement Board (TIB) Contract for Central Paving, LLC to complete the 2020 Leavenworth Pilot Pavement Project in the amount of \$84,135. He said that the project includes the resurfacing of Whitman Street from Woodward Street to Evans Street. He confirmed that funding is provided by a TIB grant and a City contribution of approximately 5%.

Councilmember Strand motioned to award and authorizes the Mayor to sign the contract Agreement with Central Paving LLC for the 2020 Leavenworth Pilot Pavement Project in the amount of \$84,135. The motion was seconded by Councilmember Hessburg and passed unanimously.

9. Professional Services Agreement with the Center for Creative Land Recycling for Osborn Elementary Visioning – Tabled on 7/28/2020

Councilmember Hessburg motioned to un-table the Authorization to Contract with Center for Creative Land Recycling from the 7/28/2020 City Council agenda. The motion was seconded by Councilmember Waters and passed unanimously.

Councilmember Hessburg motioned to remove item number 9 from the agenda. The motion was seconded by Councilmember Lundgren and passed unanimously.

10. South Interceptor Bid Award – 2nd Highest Bidder

Public Works Director Herb Amick stated that the City Council is being asked to award the bid for the City of Leavenworth wastewater South Interceptor Replacement project to J&K Earthworks in the amount of \$1,948,361.63. He said that the bid was originally awarded to Clackamas Construction who was unable to meet the bonding requirements due to the death of a key stakeholder. He added that J&K Earthworks was the next lowest bidder in the process; the project engineer, Varela and Associates, and staff concur with the recommendation. He noted that this award will increase the project cost in the amount of \$761,070 and explained that rebidding the project will not necessarily result in a lower bid being received and could create further delays in regard to the right-of-way acquisitions that are already completed. Administrator Cortez-Steiner stated that the change in language allows staff to proceed with the 2nd low bid and provides authority for the Mayor to enter into and sign the contract. She identified that it must be completed prior to August 20, 2020 in order to comply with State bid laws; Attorney Graafstra is looking to expedite the process, as time is of the essence. Councilmember Lundgren addressed the cost difference in materials, which is similar to the cost from the higher bidders.

Councilmember Wilson motioned to award the Leavenworth Wastewater South Interceptor bid to J&K Earthworks in the amount of \$1,948,361.63 including Washington State Sales Tax, and to authorize the award to approve contracts per call forbids and specs and authorizes the Mayor to sign contracts. The motion was seconded by Councilmember Hessburg and passed unanimously.

INFORMATION ITEMS FOR FUTURE CONSIDERATION

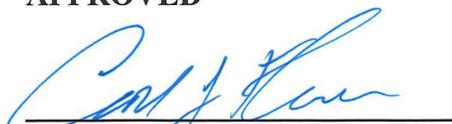
11. Finance Committee Review Draft Budget – 8/25/2020

ADJOURNMENT

Seeing no other business, Councilmember Lundgren motioned to adjourn the August 11, 2020 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Waters and passed unanimously.

The meeting adjourned at 7:23 PM.

APPROVED



Carl J. Florea
Mayor

ATTEST



Chantell Steiner
Finance Director / City Clerk