

LEAVENWORTH CITY COUNCIL MINUTES

August 25, 2020

Mayor Carl J. Florea called the August 25, 2020 Leavenworth City Council meeting to order at 6:30 PM. This meeting was conducted via Zoom teleconference.

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 from the meeting.

APPROVAL OF THE CONSENT AGENDA

Consent Agenda

1. Approval of Agenda
2. Approval of August 11, 2020 Study Session Minutes
3. Approval of August 11, 2020 Regular Meeting Minutes
4. 2020 Claims \$673,998.83
5. Mayoral Appointment of Councilmember Clint Strand to the Downtown Steering Committee
6. Approval of Agreement Between City of Leavenworth and DOT for Installation of Meters on Highway 2
7. Mayoral Proclamation – 100th Anniversary of Women’s Right to Vote

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

COUNCILMEMBER AND COMMITTEE REPORTS

Councilmember Wilson reported that she attended the Parking Advisory Public Open House, Transportation Element Update, and Public Safety Committee meetings.

Councilmember Waters reported that she attended the Chelan County Resilience Wildfire Project meeting and stated that the group discussed the impacts on fire danger in the community. She attended the Latinx Advisory Group and stated that the group discussed strategies to slow the spread of COVID in the Latinx community. She attended the Chelan County Fire District 3 monthly meeting and stated that the Fire District is reviewing the Wildland Urban Interface (WUI) map, which was provided by the Department of Natural Resources. She noted that insurance companies are taking a closer look when insuring homes that have extra fuels around the property. She attended the Chelan Douglas Health District Board meeting and stated that there is a need to hire more nurses with more competitive wages in the area. She reported on the Cascade High School Rattlesnake Trail System planning and stated that she has a packet that she would like to share with the Council. She noted that the local schools can use the area for education purposes. Additionally, she attended the Chelan County Commissioners meeting regarding short term rentals in the County, the Planning Commission Transportation Element Update workshop, the Leavenworth Chamber of Commerce meeting, the Greater Leavenworth Museum Board meeting, the Parking Advisory Committee Public Open House,

the Downtown Steering Committee, and the Upper Valley Parks & Recreation Service Area (PRSA) meeting.

Councilmember Strand reported on the Public Safety Committee meeting and stated that activity around the Blackbird Island Bridge has lessened, a suspect has been arrested for prowling vehicles at the local trail heads, and search and rescues are still taking place in the area. He said that emergency services are looking into access issues and striping along the Front Street closure, as a high traffic situation may cause an access issue. He reported on the Finance Committee meeting and stated that for the month of June, retail sales tax was 77% of last year, lodging tax was 61.7% for the same period, and parking revenue for the month of July was 103% of last year.

Councilmember Lundgren reported on the Upper Valley Parks & Recreation Service Area (PRSA) meeting and stated that the pool resurfacing has been completed. He said that the group discussed items that they wish to add in the coming years, such as landscaping, a slide, or a covered structure. He noted that the PRSA will end in a year and a half and the group is exploring opportunities for the taxing district, which will need to be on the ballot in 2022; they will focus on strategic visioning and another tax levy. He said that there was also visioning for the Osborn Property as a potential community center. On a final note, he said that Chelan County Commissioner Bob Bugert was in attendance and addressed a valley wide trails plan, the river recreation survey, and what Sports & Recreation taxing districts may look like in the County.

Councilmember Hessburg reported on the Parking Advisory Committee Public Open House and stated that there was good public attendance and engagement. She said that the Committee addressed the proposed parking rate schedule, residential zoned parking program, parking lot options for employee parking, and that there will be more open houses in the future; the group wishes to reach more residents and receive more feedback. She also attended the Public Safety and Finance Committee meetings.

Councilmember Reister reported that he attended the Leavenworth Area Promotions (LAP), Downtown Steering, and Housing Committee meetings. He said that the LAP Committee is limiting spending due to COVID, although they are working on a marketing campaign on keeping yourself safe in Leavenworth. He said that the Housing Committee discussed an option of the City providing approved plans for accessory dwelling units (ADU's), which will save the builder approximately \$15,000 on a plan set. He said that the cost of providing up to three options would have a cost of approximately \$30,000 - \$50,000. He said that Mr. John Sutherland was in attendance and addressed his experience with workforce housing; Mr. Sutherland will provide additional information, based on his research, at a future meeting. He said that Chelan County Commissioner Bob Bugert addressed tiny homes and the transfer of development rights. There was also a request to extend future meetings to 40 – 60 minutes.

MAYOR/ADMINISTRATION REPORTS

Mayor Carl Florea began by sharing a short film entitled Dangerous Women, which celebrates the 100th Anniversary of women winning the right to vote. The film was created by Rhona Baron; participants included Carolyn Wilson, Emily Abbot, Susan Buttrille, Becky Fishburne, Momi Palmieri, and Rhona Baron. Following the film, Mayor Florea read a Proclamation by the Mayor and City Council in honor of the 100th Anniversary of the certification and ratification of the 19th Amendment to the United States Constitution, which gave women the right to vote.

City Administrator Ana Cortez-Steiner reported that the Parking Advisory Committee Public Open House was successful. She thanked Downtown Ambassador Kelley Lemons and Executive Assistant Sue Cragun for getting the word out to the Community. She reported on the Downtown Steering

Committee and stated that the group discussed a community process to roll out the Downtown Master Plan concept in 2021; stakeholders will be an important part of the process. She reported that the City has executed a contract with Chelan County Emergency Management for \$5,990.40, which is the annual contract for 2021. She provided an update on the Osborn Property and stated that hazardous testing has been completed and the site is clean; asbestos related activities will have remediation costs of approximately \$100,000. She said that the City will have a better idea of what purchase price is consistent with the findings at the end of the month. She reported on the Downtown Front Street closure and stated that Front Street will remain closed through the end of the year, with the understanding that if snow comes early, the process will be changed. She noted that the Special Use Permits for the downtown merchants will be expiring in November. On a final note, she stated that Councilmembers have requested that the September Study Session include direction on communication protocols, and to revisit different options for Council participation at City meetings.

Finance Director Chantell Steiner reported that the Festhalle Fund will have expended approximately \$65,000 to date of the \$70,000 that has been transferred; \$5,500 is still remaining. The current check run contains \$3,700 in refunds for cancelled events and \$500 for claims. She said that retail sales tax is trending approximately 10% above her predicted cuts, lodging tax is trending approximately 16% above those cuts, and parking revenue is trending approximately 10% above those cuts. She noted that August parking revenue should have significant increases due to there being 5 weekends versus 4 in the previous year. She provided a brief update on false alarms and stated that false alarms have been increasing since COVID began. She explained that the City is billed \$75 per false alarm event as part of their annual contract cost and the City does not charge the customer for the first 2 false alarms each year; all others are billed at \$75 each. On a final note, she stated that the WaterSMART Grant for the Water Meter Replacement project has been completed.

Development Services Manager Lilith Vespier reported that the public meeting for the Transportation Element Update went very well; the next meeting is scheduled for September 16, 2020. She provided a brief update on the WUI mapping process and regulations. She reported on the Housing Committee meeting and stated that Commissioner Bugert has requested additional comments on short term rentals in the County. She said that there will be an approval process for a Recreational Vehicle / Camping Permit for Kristall's Restaurant at the next City Council meeting. She said that on September 27th at 10:00 AM is a public hearing before the Hearing Examiner, which includes two items; a variance request and a shoreline development permit. She went on to report on the numbers of Special Use Permits that have been issued for the downtown street closure, the pre-hearing brief on the Riverstone appeal, and the upcoming special joint meeting with the City Council and Planning Commission on September 2, 2020 at 6:30 PM.

Public Works Director Herb Amick reported that the pre-construction meetings for the Whitman Street Pilot Pavement project and South Interceptor Replacement project have taken place; both projects are underway.

COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

Corrine Hoffman stated that the 20 acres at Rattlesnake Hill will be a great educational opportunity for the community.

PRESENTATION: CHUMSTICK WILDFIRE COALITION – DIRECTOR CORRINE HOFFMAN

Chumstick Wildfire Stewardship Coalition Director Corrine Hoffman began with a PowerPoint presentation on becoming a fire adapted community. She addressed the roles within fire adapted

communities beginning with civic leaders, developers and business owners, first responders, land managers, and home owners. She said that the City's involvement includes education and outreach to raise awareness and interest, provide community assistance and guidance, and finding and facilitating "sparkplugs". She addressed partnership opportunities, clean-up projects, regulations and solutions, the use of social media and marketing to get the word out, and providing property owners and residents with simple and direct steps to help reduce a home's wildfire risk by preparing the home and property before wildfire strikes. On a final note, she stressed that concentration on the downtown core is the most important step for the City of Leavenworth; clean-up efforts in the outskirts can help protect the community.

RESOLUTIONS, ORDINANCES, ORDERS, AND OTHER BUSINESS

None.

INFORMATION ITEMS FOR FUTURE CONSIDERATION

8. Joint Meeting with the City Council and Planning Commission on September 2, 2020 at 6:30 PM.

EXECUTIVE SESSION: RCW 42.30.110 (1)(i)(ii) PENDING LITIGATION

Councilmember Wilson motioned to recess into executive session at 8:10 for 30 minutes under RCW 42.30.110 (1)(i)(ii) to discuss pending litigation with no action to be taken. The motion was seconded by Councilmember Waters and passed unanimously.

Mayor Florea reconvened the regular City Council meeting at 8:40 PM.

ADJOURNMENT

Seeing no other business, Councilmember Waters motioned to adjourn the August 25, 2020 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Hessburg and passed unanimously.

The meeting adjourned at 8:41 PM.

APPROVED



Carl J. Florea
Mayor

ATTEST



Chantell Steiner
Finance Director / City Clerk