

LEAVENWORTH CITY COUNCIL STUDY SESSION MINUTES
July 10, 2018

Mayor Cheryl Kelley Farivar called the July 10, 2018 Study Session to order at 8:00 AM.

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

Staff Present: Joel Walinski, Herb Amick, Nathan Pate and Chantell Steiner.

1. Chamber Report

Chamber Director Nancy Smith and Chamber President Paula Helsel updated the Council on the Chambers efforts to reach out to find out more about shuttle options and traffic management for Christmas Lighting. Director Smith spoke to the success of Kinderfest and all of the efforts put forward by the many volunteers.

2. Chelan County Sheriff's Office

Council introduced themselves to Chelan County Sheriff Sergeant Scott Lawrence and Chief of Special Operations Jason Reinfeld. They began the discussion regarding improving the reporting provided by the Sheriff's Office regarding Sargent Lawrence's policing activity within the City. A log report was provided of the main radio calls and explained how the report generates exact times and locations when activated by the officer. Council noted some difficulty in understanding the codes and locations on the report and asked if a summarized sheet could be created that easily identifies the time spent within the city limits of Leavenworth.

City Administrator Joel Walinski asked the Sheriff's to discuss how traffic control in large events is handled. Chief Reinfeld stated that coordination is the first step to bring in all of the agencies involved such as the City, the Department of Transportation, and the event organizers to discuss the event location, size of anticipated crowds, number of officers needed, road closure areas, and how traffic will be managed in areas that can be problematic. Sgt. Lawrence discussed how staffing is spread out at Oktoberfest noting that certain officers are allocated to foot patrols, some for crowd control and others for the event itself. Chief Reinfeld explained the importance to let the Sheriff know of upcoming events so that they can reach out to overtime officers to assist so that current duty officers are not pulled away from their patrols.

Council questioned training and planning that the Sheriff's have in regard to a major incident or attack as citizen concerns for safety during Christmas Lighting has been questioned with recent world events occurring. Sergeant Lawrence stated that he does have concerns for Christmas Lighting at the fact that it is a large gathering of about 25,000 people and somewhat religious in nature; complexity of these events should require a permit and coordinated process to manage the size of the crowds and ensure good officer coverage for as much safety as possible. Chief Reinfeld discussed how Chelan County handles large events through a permit process that goes through Public Works and the Sheriff Departments to ensure proper review and staffing for crowd control. Sgt. Lawrence noted that there is a trickle down of communication for incidents with Homeland Security and also training opportunities through FEMA that he will follow-up with Council on future training dates.

3. Draft Resolution XX-2018 – Six-Year Capital Facilities Plan

Development Services Manager Nathan Pate reviewed the contents, background and purpose of a Six-Year Capital Facilities Plan. Council reviewed the various projects on the list and discussed suggested changes that includes moving the Barn Beach Restroom Project to the Parks Section, the need to review

and include larger water distribution line replacements, moving the Waterfront Basketball Court as its own project with no specific location identified, and to consider any necessary upgrades needed to the Cemetery. The Council reviewed the list of Plans identified within the document that include estimated dates for updates and potential costs of updating those plans in the future.

4 . Waste Management Residential Garbage Service

Administrator Walinski updated the Council on the discussions with the Public Works Committee and Waste Management on options to provide residential garbage and recycling services. He reviewed the ongoing concerns regarding the recycling market and how Waste Management has concerns with continued service options; with high restrictions on clean recycling it has created the need to assess current services. Council reviewed the potential cost increases, opportunities for community involvement on special events, resources for creating new programs, such as composting, options for restoring the City for collection if there are issues with the contract, reduction or removal of the B&O Tax requirement, mandatory requirements for residents to have garbage service and to consider code language changes that allow the City to shut-off all utility services for non-payment, new options for cart sizes for residents, and the City's plan to redistribute employee staffing without reductions in staff levels.

5. Comprehensive Flood Hazard Management Plan

Manager Pate updated the Council on the Chelan County Comprehensive Flood Hazard Management Plan that has been implemented and funded through a taxing district that includes all of the communities in Chelan County. He noted that the City of Leavenworth currently does not receive direct dollars for flood management as a majority of the funding goes towards major flood areas such as the steeper canyons within rural Chelan County. Canyons and draws are impacted the most from fire and mud sliding. Council noted that although Leavenworth residents may not receive a direct benefit that there is a greater good for the citizens of Chelan County. It was noted that the Ski Hill Basin is referenced within the Plan.

6. Quarterly Update Future Council Agenda Items / Project Tracking

Administrator Walinski reminded the Council that the Project Tracker is located on the City's website for public review at any time. The Council had a brief discussion on website designs and the challenges with data management for ease of use. Administrator Walinski proceeded to answer questions of the Council on some of the various projects, discussed the upcoming union negotiations process, and future study session discussions with WSDOT on the Corridor Study and inviting the Upper Valley Museum in September.

7. Quarterly City Newsletter Recommendations – Distribution in August

Councilmembers discussed potential topics for the next newsletter that should include an update on the voter approved Park Levy from last year. They reviewed the Upper Valley Park & Recreation Service Area annual maintenance and operation levy that will likely include a follow-up article from the August 7th election.

Items to consider in the current newsletter would be to identify the City Council meeting dates and time and the new Study Session time, consider a small School Project update if available, what the City is doing in preparation of the Christmas Lighting Ceremonies and improvements to the event, an update on the Corridor Study and intentions of the City, and reminders for the overnight rental hotline number, leash laws and doggie waste reminders, an update on the apple maggot issue reminding folks for fall clean-up and to remember not to sweep up driveway waste into your garbage as that also can be infected.

8. Council Open Discussion

A. Training Date/Time Public Records Act & Open Public Meetings Act Renewal by October 2018

Finance Director/City Clerk Chantell Steiner discussed the upcoming renewal requirement for many of the Council, Planning Commission and Design Review Board members. She noted the option to coordinate a planned training event or to allow individuals to go online and complete the webinar style training on their own. The Council asked if an outside agency could be acquired to have a workshop style training; Director Steiner said she would look into that further and get back to the Council on options.

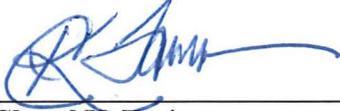
Council shared thoughts and successes over the past years for outgoing Development Services Manager Nathan Pate and thanked him for his many years of dedicated service to the City of Leavenworth.

Council had a brief discussion on festival permit processing and how to move forward with festival organizers and the public on the process and coordination with communications. Administrator Walinski stated that the Council can opt to proceed with the permit application process without implementing the Code language as previously presented; this would allow for the Administration to start working with the festival organizers on their individual needs and assessments.

Council had a brief discussion on some changes that may occur to the evening agenda in regard to the previous month's study session minutes and updates on the KOA new road access.

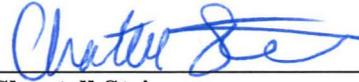
Study Session adjourned at 11:02 AM.

APPROVED



Cheryl K. Farivar
Mayor

ATTEST



Chantell Steiner
Finance Director/City Clerk