

# LEAVENWORTH CITY COUNCIL STUDY SESSION MINUTES

August 8, 2017

Mayor Cheryl Kelley Farivar called the August 8, 2017 Study Session to order at 9:00 AM.

Council Present: Mayor Cheryl Kelley Farivar, Elmer Larsen, Carolyn Wilson, Gretchen Wearne, Margaret Neighbors, Richard Brinkman, and Sharon Waters.

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

Mayor Farivar stated that Councilmember Mia Bretz has an excused absence.

## 1. Chamber Report

Chamber Director Nancy Smith and President Paula Hesel updated the Council on progress with the parking study that is underway, online advertising, the Chambers work with the Golf Club to stimulate and address the lower revenues this year by doing more packages and discounts for new golfers, the individual group travel show that the Chamber recently attended, military discount programs in November that encourage soldiers returning from war to come to Leavenworth with their families, increasing September activities, and increasing the amount of open businesses during Christmas Eve and Christmas Day, particularly for food options. Due to many complaints from visitors each year, Director Smith questioned the Council on their thoughts regarding creating an area for more food options over the holiday. Should the Chamber consider renting the Festhalle to have food catered options that could include local restaurants and out of town businesses; similar to a food court type of event or a community style dinner? Councilmembers were supportive of exploring options that would include restaurants and/or catering from restaurants that are inside and outside of city limits, potentially including food carts/trucks, and other catering options. Council was supportive that the Festhalle could be a good location to house this type of event and that the City would be able to work with the Chamber to make the Festhalle available for use if the Chamber wanted to explore the options for recommendation.

## 2. Housing Affordability Task Force Recommendations

Development Services Manager Nathan Pate reviewed the steps involved over the past year by the Housing Affordability Task Force that has led up to the key recommendations in conjunction with the Housing Needs Assessment Study that was completed by BERK Consulting. The Council welcomed Kaylin Bettinger with Upper Valley MEND who was a member of the Task Force. Manager Pate proceeded to review the twelve key findings that were identified by the Task Force and included within the packet material. In review, the Study found that Leavenworth is experiencing a housing shortage, particularly within city boundaries; solutions for many of the challenges will include the City's control over zoning, building codes and development incentives that could stimulate housing growth opportunities. It was noted that although the City can modify development codes and create incentives, that it also has to realize that it cannot dictate market fluctuations and who purchases the properties within the City. Manager Pate proceeded to review the detailed Zoning and Code Change Recommendations and Design Recommendations. Ms. Bettinger reviewed and answered questions from the Council regarding the Financing/Funding Source Recommendations. The Council reviewed the Regional Solutions Recommendations and what the next steps involved will be to bring forward the

various types of recommendations through the Planning Commission Docket process. Once on the docket, the Planning Commission can then begin review of necessary code related changes and future recommendation changes for financing/funding sources and regional solutions. Councilmember Waters stated that she would like to see a future study that focuses on other tourist communities that have become cities without residents.

### **3. Wastewater Facility Improvements Update**

City Administrator Joel Walinski updated the Council on the progress of the Wastewater Facility improvements that have been under review for engineering, financing and estimated construction costs. He stated that the City applied for a USDA Rural Development Loan and Grant, that the preliminary review by the agency has identified that the City qualifies for a 2% Loan for \$10,670,000 and Grant for \$3,270,000. He stated that the City's sewer rates will vary once the project is finalized and the new rates are anticipated to be between \$63 and \$67 per month from the current rate of \$55.64 per month. He noted that although these rates will increase, other cities within the Upper Valley currently have and will continue to have higher sewer rates than Leavenworth. Administrator Walinski stated that the loan will be for a 40-year period and that the City will have to address future debt additions from aging equipment in about 20 years as that is the typical life span of sewer treatment plant equipment. He explained that the funding begins with the loan portion first and then remaining costs will be covered by grant funds; this is critical to consider in a full build-out of the project to maximize the savings from the grant funding portion. Council briefly discussed how the regionalization study may have affects that could be positive and negative for individual communities. It was noted that education for Leavenworth residents will need to focus on the cost benefit compared to other communities' rates which are located along the Wenatchee River. Administrator Walinski then reviewed the current permit status of the Leavenworth Wastewater Treatment Plant Discharge Permit that has been proposed by the Department of Ecology through August of 2020. He noted that prior to the 2020 deadline, testing will occur to determine if the new filtering requirements to reduce the phosphorus into the river will result in the required limits. He identified the need to address a contract amendment this evening for Varela & Associates for work completed to date and assisting in the USDA Loan/Grant application.

### **4. Sheriff Contract Status**

Administrator Walinski updated the Council on the current status of the Sheriff Contract that has been under discussion this past year. He stated that the Sheriff has provided a few options to consider that includes varying the term length of the contract and considering the additional cost of a year-round school resource officer. Mayor Farivar added that Sergeant Bruce Long is anticipated to be reassigned within the Sheriff's Office and that a new Liaison Officer will be assigned in September. She added that she recently met with Chelan County Commissioner Keith Goehner and Sheriff Brian Burnett regarding the unsustainability of the increasing contract cost that unfortunately has not resulted in any financial relief for negotiation of the Leavenworth contract. Councilmember Larsen voiced his concerns at the increased cost to city residents versus county residents in property tax costs that are collected and paid to the County by the residents directly in addition to the City's collections; he questioned whether the time has come again, as was explored about five years ago, on what the costs of a Leavenworth centered police force would cost. Mayor Farivar talked about the discussions she has continued to have with the County regarding Leavenworth helping to pay for the Sheriff's total cost of services that may not be necessary for the Leavenworth Community, such as marine patrol and search and rescue, etc.

Councilmembers considered and discussed term options, noting that the other communities have signed on for 4-year contracts, and working with the other contracted communities over the next several years to see if there is interest in working together to openly negotiate with the County or to explore a unified city police force alternative. Administrator Walinski discussed the increased security and safety that has occurred from Leavenworth hiring Pacific Security to do downtown and residential patrols. Discussion ensued on what offenses require response from the State and County officers within any area regardless of contracts between entities. There will always be a need for a commissioned officer to address a situation; however, a majority of small offenses could be handled directly by Pacific Security or another security company.

#### **5. Resolution 14-2017 Riter Alley Vacation**

Manager Pate updated the Council on the request from property owner Ronald Riter for the alley vacation request. This request was partially affected by a previous request by the adjoining property owner that the Council did vacate just recently. The Council will be asked to approve this vacation request at the evening meeting.

#### **6. Apple Maggot Quarantine Update**

Public Works Director Herb Amick updated the Council on discussions that he has been having with the State Department of Agriculture (DOA) and Chelan County who operates the Dryden Transfer Station where Leavenworth currently drops off its solid waste. The Council discussed how the DOA identified the quarantine area that was determined through testing, the requirements to remove brush and yard debris from the waste stream, to actively seek relief from the State Legislature to allow for a city operated burning permit for brush and yard debris, to consider renting from the County or purchasing chipping equipment, how to compost, give away or sell the material, and the need to continue to educate residents on the requirement to not add their brush and yard debris into the solid waste stream.

#### **7. Highway 2 Crosswalks Update**

Administrator Walinski and Director Amick updated the Council on the progress of the Highway 2 Crosswalk Project design noting that the current and future crosswalks will incorporate the Hawk System as part of the project design rather than using the Rapid Flash Beacons at the current crosswalk at City Hall.

Director Amick provided a brief presentation of recent city street repairs that have been completed using the chip seal application completed by A&W Paving. Administrator Walinski discussed the Transportation Improvement Board (TIB) grant funding and how this project is a pilot project with the TIB that may result in utilizing future grant funding for chip seal repair programs. The Council briefly discussed some of the additional projects to be completed in the next year or two and the positive results of the chip seal method in reduced costs, longevity of the repairs, cleanliness of the repairs and positive effects to foot and vehicular traffic.

#### **8. Council Open Discussion**

Councilmember Larsen asked that the Apple Maggot issue be included in the next newsletter and in any other opportunity to educate the public on the issue. The City needs to ensure the do's

and don'ts, including the free option of taking brush and yard debris to the Leavenworth recycle center.

Councilmember Neighbors updated the Council on the new water bottle refill station that is now operational in the downtown near the 8<sup>th</sup> Street restrooms and the potential to add up to four more stations; she noted that funding has been secured for at least two of them. She stated that the donors would like to have a dedication; possibly on August 23<sup>rd</sup> or 24<sup>th</sup>. Director Amick and Administrator Walinski stated that the City will want to take some time to monitor the current filling station before installing others to see how costs for power and water use are affected, if vandalism is an issue, and seasonal ramifications due to hot and cold temperature changes.

Study Session adjourned at 11:50 AM.

**APPROVED**



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**Cheryl K. Farivar**  
Mayor

**ATTEST**



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**Chantell Steiner**  
Finance Director/City Clerk