

LEAVENWORTH CITY COUNCIL MINUTES

August 28, 2018

Mayor Cheryl Kelley Farivar called the August 28, 2018 Leavenworth City Council meeting to order at 6:30 PM and Councilmember Mia Bretz led the City Council in the Flag Salute.

ROLL CALL

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

Staff Present: City Administrator Joel Walinski, City Attorney Tom Graafstra, Chantell Steiner, Charity Duffy, Herb Amick, and Sue Cragun.

APPROVAL OF THE CONSENT AGENDA

Consent Agenda:

1. Approval of Agenda
2. Approval of June 12, 2018 Regular Meeting Minutes
3. Approval of June 12, 2018 Study Session Minutes
4. 2018 Claims \$162,921.40

Councilmember Wilson motioned to approve the consent agenda with the removal of item number six (6) – Bid Award for City Hall Replacement Roofing. The motion was seconded by Councilmember Bretz and passed unanimously.

COUNCILMEMBER AND COMMITTEE REPORTS

Councilmember Waters reported on the Public Safety Committee meeting and stated that the Committee received reports from the Chelan County Sheriff's Department and Fire District No. 3; they reviewed a request for an added stop sign and discussed upcoming special events. She noted that the Chamber of Commerce is looking for someone to manage parking during the three weekends of the Christmas Lighting Festival.

Councilmember Wilson reported on the Finance Committee meeting and stated that the Committee reviewed Revenue and Expenditure Reports and reviewed the 2019 – 2020 Biennial Draft Budget.

MAYOR/ADMINISTRATION REPORTS

Mayor Farivar noted that she has signed the closing documents for the 1400 Commercial Street property purchase for the City.

City Administrator Joel Walinski reported that the City received nine (9) applications for the Development Services Manager position. He noted that the application period has closed, the applications will be reviewed and scored, and interviews will be scheduled in mid-September.

Finance Director Chantell Steiner noted that the Council has been provided a copy of the full 2019 – 2020 Biennial Draft Budget for review. She said that there will be further discussion at an upcoming Study Session.

Mayor Farivar introduced Ms. Charity Duffy from SCJ Alliance. She said that Ms. Duffy will act as the City's Interim Planner until the Development Services Manager position is filled.

MOSQUITO CONTROL DISTRICT REPORT – LARRY MEYER

Mr. Larry Meyer representing the Leavenworth Mosquito Control District began by asking for a moment of reflection in memory of Senator John McCain and his recent passing. Mr. Meyer then provided a brief report regarding the current status of the Mosquito Control District, recognized the staff members, and addressed the annual budget of roughly \$24 per parcel. He added that the Mosquito Control District began in 2003 and operates from May 1 through the end of October every year. He said that the District does not spray, but uses a larva control technique. On a final note, he addressed the district boundaries and stated that the District would like to increase the boundaries, as recently annexed properties are not included within the current district boundaries. He said that the increase will be requested on the November Ballot. Mayor Farivar thanked Mr. Meyer and the Mosquito Control District for the work that they do.

GROUP FUNDING REPORT: MUSIC IN THE MEADOW CONCERT SERIES – JAMIE HOWELL

Mr. Jamie Howell representing Icicle Creek Center for the Arts reported on the recent Music in the Meadow concert series. He displayed a short video that depicted highlights from the two (2) day concert series. He noted that proceeds from ticket sales help to support the Arts and Education Center. He addressed the use of Lodging Tax Funds that were provided by the City and explained that the funds were predominantly used for out of area marketing. He provided the numbers of attendees and where those attendees traveled from.

AUTUMN LEAF PARADE UPDATE: MR. BILL FORHAN

Autumn Leaf Festival Association (ALFA) President Mr. Bill Forhan reported on the status of the upcoming Autumn Leaf Festival and Parade. He addressed the importance of the Autumn Leaf Festival for families and the community. He explained that Autumn Leaf is the only festival that travels to other communities throughout the year and addressed the hard work endured by the many volunteers in maintaining the float for various different parades around the northwest. He went on to address the \$5,000 shortfall in the ALFA budget and noted that ALFA will not have a robust festival as previously planned if the City does not restore the funding that was cut from their budget. He added that ALFA would like to increase the funding going forward. The Mayor and Council shared favorable memories of participating in the Autumn Leaf Festival. There were brief discussions regarding the funding needed by the ALFA, the City Council's intentional tapering of ALFA funding, and the use of the Festival & Events Permit. Mayor Farivar noted that the Council may restore the \$5,000 in funding if that is what the Council desires.

Mrs. Carol Forhan spoke to the Council and stated that it was a privilege to be an ambassador for the City as a previous Royal Lady; she also noted that the group is in need of additional funding.

Sandra Hendrickson, 12603 Chumstick Highway, Leavenworth; Ms. Hendrickson spoke to the Council and stated that she is from Leavenworth and started attending the Autumn Leaf Festival when she was sixteen years old.

Anne Hessburg, 205 West Benton Street, Leavenworth; Ms. Hessburg asked if the City has always funded 50% of the ALFA budget, and asked about the City's plans for ongoing funding. City Administrator Walinski addressed the ALFA funding, the \$5,000 incentive to work toward financial stability, and the Autumn Leaf Festival being identified by the City Council as a "City sanctioned festival."

Councilmember Larsen motioned to provide the Autumn Leaf Festival Association with funding in the amount of \$5,000. The motion was seconded by Councilmember Wilson and passed 6/1 with Councilmember Bretz opposed.

COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

Duane Goehner, 11670 River Bend Drive, Leavenworth; Mr. Goehner addressed the City's Peak Traffic Policy, the City's Parking Policy, and the Leavenworth Municipal Code regarding parking in the commercial district.

PUBLIC HEARING: ANNEXATION REQUEST FOR PINE VILLAGE KOA @ 6:30 PM

Mayor Farivar opened the public hearing at 7:31 PM.

City Administrator Joel Walinski stated that the Pine Village KOA is requesting annexation for approximately 27.39 acres of property owned by Recreational Adventures Co. located at 11686 River Bend Drive in Leavenworth. He added that the terms of the annexation include the transfer of water rights within the next 18 months, the property will be rezoned Tourist Commercial and that process will be part of the 2019 Planning Commission docket, the property owners will comply with Chelan County Conditional Use Permit (CUP) 2017-317 as amended, and will dedicate all fire hydrants, the water main system, and the sewer main system improvements to the City when the work is completed. There was a brief discussion regarding the amount of water rights the City will receive and the water consumption of a typical campground. Councilmembers questioned the zoning change; City Attorney Tom Graafstra addressed the zoning requirements of the County, which remain in place until such time that the City changes the zoning.

Mayor Farivar asked if there were any comments from the public.

Duane Goehner, 11670 River Bend Drive, Leavenworth; Mr. Goehner noted that he provided written comment.

Mayor Farivar asked if there were any more comments from the public, hearing none, she closed the public hearing at 7:45 PM.

RESOLUTIONS, ORDINANCES, ORDERS, AND OTHER BUSINESS

1. Ordinance No. 1572 Annexation Request for Pine Village KOA

Councilmember Lundgren motioned to delay the transfer of water rights owned by the Recreational Adventures Co. (Pine Village KOA) as a condition of the annexation, the transfer of water rights will be completed within eighteen (18) month period. The motion was seconded by Councilmember Larsen and passed unanimously.

Councilmember Strand motioned to adopt Ordinance No. 1572 Annexation of property owned by Recreational Adventures Co. (Pine Village KOA Campgrounds) located at 11686 (11401 and 11575) River Bend Drive, Leavenworth, WA 98826; identified as Assessor's parcel numbers 241806340150 and 241806330100, and the abbreviated legal description is "SESW quarter of Section 06, Township 24N, Range 18 EWM" (22.37 acres); and is "Part of government lot 8 within Section 06, Township 24N, Range 18 EWM" (5.02 acres). The motion was seconded by Councilmember Larsen and passed unanimously.

2. Residential Solid Waste Conversion to Waste Management

City Administrator Joel Walinski addressed the final draft agreement with Waste Management (WM) to collect solid waste and recycling materials within the City of Leavenworth for residential accounts. He noted the earlier discussion at the study session and confirmed that many of the council suggestions have been included in the draft agreement.

Ms. Tammy Yaeger with Waste Management spoke to the Council and addressed the Residential Garbage Collection Transition to Waste Management Draft Plan – August 28, 2018; she provided a handout to the Mayor, Council, and staff. She noted that she worked with the transitions for the City's of Cashmere and Wenatchee, both of which transitioned smoothly. She spoke to the contract start date, pickup day, billing process, garbage cart sizing, meetings with staff prior to transition, announcements, customer billing, and timelines for three months prior to two weeks prior to contract implementation. Administrator Walinski noted that the idea to look into Waste Management services came from the Residential Advisory Committee (RAC), as many residents are interested in additional cart sizes. Waste Management Supervisor Mr. Curt Kazen briefly addressed how the crews will work with snow and customer service.

3. Resolution 15-2018 Rate & Fee Schedule

Finance Director Chantell Steiner stated that the City Council is being asked to approve changes to the Rate & Fee Schedule regarding Low Income Senior / Disabled Rates, a \$10.00 Water Application Service Charge, Festhalle Rental Rates for the 2019 and 2020 calendar years, a 3% Credit Card Convenience Fee, and the removal of the Festhalle Parking lot for permitted overnight RV Parking. The Council briefly discussed the \$10 Water Application Service Charge, the Credit Card Convenience Fee, and Festhalle Ticketed Public Events versus Non-Profit Free Events.

Anne Hessburg, 205 West Benton Street, Leavenworth; Ms. Hessburg questioned the fee increases for the Festhalle. Administrator Walinski noted that the Festhalle is currently operating at a loss and that the goal is for the Festhalle to be revenue neutral.

Councilmember Wilson motioned to approve Resolution 15-2018 Amending Rates and Fees. The motion was seconded by Councilmember Neighbors and passed unanimously.

4. Chelan County Hazard Mitigation/Letter of Intent

City Administrator Joel Walinski stated that the City Council is being asked to consider the approval of a Letter of Intent to Participate in the Chelan County Hazard Mitigation Plan Update. He said that the letter is required in order to participate in the planning process; the City is required to dedicate staffing resources toward the completion of the Draft Chelan County Hazard Mitigation Plan Update. He added that the Council will then review and adopt the plan at the end of the planning process, following the review of the final draft plan.

Councilmember Neighbors motioned to approve and authorizes the Mayor to sign the Letter of Intent to Participate as a Planning Partner for the Chelan County Hazard Mitigation Plan-Update. The motion was seconded by Councilmember Waters and passed unanimously.

5. Purchase of Athletic Field Lighting/Enchantment Park Field #3

Public Works Director Herb Amick stated that the City Council is being asked to authorize the expenditure of funds for the purchase and installation of recreational sports lighting at a 30/20 FC Light Level for Field #3 (lower field) at Enchantment Park from Techline Sports Lighting in the amount of \$217,987 excluding any applicable tax. There was a brief discussion of the timer controlled lighting during open hours and the Conditional Use Permit (CUP) process.

Councilmember Lundgren motioned to authorize the expenditure of funds for the purchase and installation of recreational sports lighting at a 30/20 FC Light Level for Field #3 (lower field) at Enchantment Park from Techline Sports Lighting in the amount of \$217,987 excluding any applicable tax. The motion was seconded by Councilmember Bretz and passed unanimously.

6. Bid Award City Hall Replacement Roofing

This item was removed from the consent agenda.

7. Rejection of Hwy. 2 HAWK Crosswalk Bids

City Administrator Joel Walinski stated that the City Council is being asked to reject all bids received for project HLP-PB15(008), US 2 Crosswalks. He said that the City received one bid for the project in the amount of \$562,064 from Northeast Electric, LLC.; the engineers estimate of probable costs was \$413,502 for the project. He confirmed that the rejection is due to the bid exceeding the funds that are available for the project.

Councilmember Strand motioned to reject all bids received for Project HLP-PB15(008), US 2 Crosswalks. The motion was seconded by Councilmember Lundgren and passed unanimously.

ITEMS FOR FUTURE CONSIDERATION

Mayor Farivar stated that the Economic Development & Parks Committees will discuss their draft budgets on September 11, 2018 and that the Finance Committee will have a special review of the budget priorities on September 25, 2018 if necessary.

EXECUTIVE SESSION: RCW 42.30110(1)(B) REAL ESTATE ACQUISITION

Mayor Farivar asked for a motion to recess into Executive Session.

Councilmember Bretz motioned to enter into Executive Session at 8:44 PM for approximately 15 minutes to discuss Real Estate Acquisition with possible action to be taken. The motion was seconded by Councilmember Wilson and passed unanimously.

Mayor Farivar reconvened the Regular Council meeting at 8:59 PM.

Councilmember Larsen motioned to authorize the Mayor to negotiate and sign the purchase and sale agreement for the Cascade Quick Lube property and come back to the Council for approval. The motion was seconded by Councilmember Lundgren and passed unanimously.

ADJOURNMENT

Seeing no other business, Councilmember Strand motioned to adjourn the August 28, 2018 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Lundgren and passed unanimously.

The meeting adjourned at 9:00 PM.

APPROVED



Cheryl Kelley Farivar
Mayor

ATTEST



Chantell Steiner
Finance Director / City Clerk