

**LEAVENWORTH CITY COUNCIL**  
**Study Session Agenda**  
**City Hall - Council Chambers**  
**March 9, 2021 8:30 – 11:45 AM**

**8:30 – 8:45 Chamber Report**

This time is provided for a Chamber of Commerce representative to provide an update to the City Council on items of interest to the Chamber and City.

There are no items included under **TAB B**.

**8:45 – 9:05 Our Valley Our Future Presentation**

Our Valley Our Future will present relevant information about its regional efforts and priorities. Its community action plan focuses on a number of areas of great importance to the City including: economy and jobs, environment, education, housing, transportation, public safety, and urban growth.

There are no items included under **TAB C**.

**9:05 – 9:15 Annual Council Retreat Update**

The City Council has scheduled its annual retreat on April 30, 2021. Today's discussion provides an opportunity to further elaborate on topics and format for the retreat. Council will have an opportunity to revisit budget priorities for the current biennial and to elaborate on specific activities in each of the priorities.

There are no items included under **TAB D**.

**9:15 – 9:30 Financial Policy Review**

The Finance Committee recommends approval of financial policies. Staff includes a final redline version of the changes made by committee.

The following item is included under **TAB E**:

- Resolution 3-2021 – Financial Policy Update – Redline Changes

**9:30 – 10:30 Housing Action Plan Workshop**

This time is provided for the City Council to review the Housing Action Plan recommended for adoption by the Planning Commission. Dawn Couch from BERK Consulting will be providing a short PowerPoint followed by time to ask questions and discuss the report. Additionally, the

Planning Commission has prioritized the Housing Action Plan recommendations which will be presented.

The following items are included under **TAB F**:

- Berk Transmittal Memo – Planning Commission Recommendation & Modifications
- Updated Housing Action Plan
- Berk PowerPoint Presentation

### **10:30 – 10:45 Parking Operational Improvements**

The City Administrator wishes to propose multi-year contracts with Pacific. This option was originally explored in the February Public Safety Committee and the feedback was positive. Instead of a yearly contract, we propose a four-year contract from May 2021 through May 2025; this period would cover the current and the next biennial. The contract will include exit clauses if the City wished to stop services and level adjustments to change levels of services as needed.

Secondly, the City Administrator proposes to enter into contract with Duncan services for servicing infractions. As we expand enforcement to eight hours per day, seven days per week, we must increase our ability to process infractions, collect funds, evaluate appeals, and collect overdue revenues. Staff predicts the number of 2021 infractions to increase to over seven thousand and to demand more than 20 hours of dedicated time per week.

Duncan Parking Technologies is our street meter partner and they offer an infraction service that is cost effective. This service features:

- Ability to automatize revenue collection (currently, we have a manual system) that would be fully integrated with our recently purchased handheld devices and provide near instant ability to collect revenues.
- Ability to collect from out of state and rental drivers (currently, we do not collect these infractions).
- Ability to enhance the customer service experience (currently, we have a time consuming, manual system).
- Ability to pass through the (\$2.50/infraction) 30% fee directly to the drivers.
- Ability to pass through 30% fee directly to the drivers

The following item is included under **TAB G**:

- PowerPoint Presentation – Parking Infraction Stats

### **10:45 – 11:15 LMC Chapter 10.10 Residential Zone Parking**

The Parking Advisory Committee is adding a new section for Residential Parking. In summary, the new code outlines:

- Residential Parking Areas
- Residential Parking Zone
- Residential Parking Permits for residents, guests, and commercial uses.

The impetus for the creation of this section is to provide a tool to manage street parking in light of new metered parking and increases in parking lot fees. As the City implements paid parking, we expect visitors to impact residential areas. The proposed language regulates street parking in said areas through the creation of a Residential Parking Area, Residential Parking Zones and relevant protocols. Creation of Residential Parking Zones is proposed as an opt-in option.

The following item is included under **TAB 10 (Evening Meeting)**:

- Ordinance XXXX Residential Parking Zones
- Parking Zones Map – Color
- Parking Zones Map – Grayscale

### **11:15 – 11:30 Oktoberfest Restructuring**

The City has and continues to evaluate public safety, resident, and merchant input regarding the annual Oktoberfest event. The City Administrator wishes to better guide and to directly influence event structure and to design a community benefit bundle through a competitive Request for Proposal process later in 2021 for implementation in 2022. Consistent with this step, the City would like to host a listening session at the April Residential Advisory Committee (RAC) meeting to allow community members to list their wishes for a new Oktoberfest. The City may; 1.) Keep status quo, 2.) Terminate the event, or 3.) Redesign the event and solicit proposals consistent with the new vision. Staff wishes to clearly convey to Council that all three options, including option 1 to continue the status quo, would best be served by the City issuing a Notice of Termination to Projekt Bayern as agreed in Section IC of the 2012 Agreement. This just means that any contract moving forward will be a new contract, and not simply a continuation of the old with no new provisions or conditions. If the Council concurs that a new contract is needed, regardless of which option is best, a Notice of Termination will be brought to the Council at the end of March as the first step in the process.

There are no items included under **TAB I**.

### **11:30 – 11:45 Council Open Discussion / Public Comment Period**

This time is for the Council open discussion and public comments.

There are no items included under **TAB J**.