

# LEAVENWORTH CITY COUNCIL MINUTES

## June 22, 2021

Mayor Carl J. Florea called the June 22, 2021 Leavenworth City Council meeting to order at 6:34 PM. This meeting was conducted via Zoom conferencing.

### ROLL CALL

Council Present: Mayor Carl J. Florea, Carolyn Wilson, Mia Bretz, Sharon Waters, Clint Strand, Jason Lundgren, Anne Hessburg, and Zeke Reister.

Staff Present: City Administrator Ana Cortez-Steiner, Chantell Steiner, Lilith Vespier, Tom Wachholder, Christie Voos, Kiah Patzkowsky and Andrea Fischer.

### APPROVAL OF THE CONSENT AGENDA

#### Consent Agenda

1. Approval of Agenda
2. Approval of June 8, 2021 Special Minutes on Wildland Urban Interface Code
3. Approval of June 8, 2021 Study Session Minutes
4. Approval of June 8, 2021 Regular Meeting Minutes
5. 2021 Claims \$240,106.43
6. Set Public Hearing: Allowing Bees in City Limits – July 13, 2021 @ 6:45 PM
7. 2020 City Annual Report Acceptance

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

#### Public Safety Report: Sergeant Scott Lawrence, Liaison Officer

Chelan County Sheriff Sergeant Scott Lawrence reported on the current Sheriff Report for the month of April and provided information on the calls for service that have taken place around the City of Leavenworth and nearby surrounding areas. He stated the numbers of incidents, citations, traffic accidents, alarm calls, and arrests for April and compared those to the prior month of March. Councilmember Reister asked about whether modified exhaust is outlawed and Sgt. Lawrence said yes, any modification from stock is against the law.

### COUNCILMEMBER AND COMMITTEE REPORTS

Councilmember Wilson attended the Public Safety Committee meeting where Sgt. Lawrence updated them on current numbers for arrests and traffic incidents for May. Pacific Security reported that they have written 167 parking infractions for cars not parked appropriately. Dave Nalle from Fire District 3 reported that they have had 282 call outs as of through today. The fire hydrants in town have all been fixed and they will work with Public Works for repairs as needed. All six of the Fire Cadets have been certified for fighting Wildland Fires. There was discussion about the kids hanging out on Blackbird Island, and the City will offer a storage area for the kids to put their things into when they leave to keep the area looking nice; they are no longer allowed to have furniture there. City residents that were once against the kids hanging out there, have

reconsidered after a visit with City staff. There was discussion about Well number one which is in need of repairs. The speed bumps for Pine Street will be delivered soon.

Councilmember Bretz attended the Link Transit Board meeting where they have begun meeting in person. However, the public is still not able to attend in person at this time and will continue online. Masks are still required while inside Link buildings and on the busses. The Link Board has accepted the service design recommendations from the consultant they hired related to the transit system. Link Transit is now the owner of a park-n-ride in Rock Island, it is being used as a carpool lot; Link purchased it so they can utilize it in the future. Councilmember Bretz also attended the Housing Committee meeting where the Mayor reported that the City has a Request for Proposal (RFP) out to find a consultant to work with the City in creating more workforce housing. They will continue to accept responses through the end of the month. Syndicate Smith has been contracted to design pre-approved Accessory Dwelling Unit (ADU) plans as an easier and less expensive way to build an ADU.

Councilmember Waters attended the Design Review Board meeting and the Osborn Visioning Display boards at the Farmer's Market, Dan's Food Market and at the Osborn site. She met with Jordan McDevitt and walked through the wetland area he would like to turn into a public park. The pool is now open and they will be adding more swimming opportunities as the season progresses. She also attended the Mosquito District Board meeting and the Downtown Steering Committee meeting. Councilmember Waters reported on the River Ambassador Training that the Chamber of Commerce put on. It included speakers from all aspects of river usage, it was very interesting and well done.

Councilmember Strand attended the Osborn Visioning Display and the Downtown Steering Committee meeting where he reported that the results of the survey the Chamber conducted on how the businesses felt about keeping Front Street closed to cars; many of the responses were positive; however, it is early in the process and there are many more discussions to come regarding this topic. He also attended the Public Safety Committee meeting and the Finance Committee meeting.

Councilmember Lundgren attended the Public Safety Committee meeting and did a walk through of Jordan McDevitt's wetland to explore the possibility of it becoming a public park. Councilmember Lundgren also welcomed our new Public Works Director Tom Wachholder.

Councilmember Hessburg attended the Osborn Visioning at the Farmer's Market and the Finance Committee Meeting.

Councilmember Reister attended the Osborn Visioning at the Osborn site and walked through the wetland with Jordan McDevitt to explore the possibility of having a public park there. He also attended the Leavenworth Area Promotions (LAP) meeting where the Chamber of Commerce is still sorting through finding a new logo. The Chamber has a new website which is very nice. He also attended the Housing Committee meeting, the Finance Committee meeting and the Downtown Steering Committee meeting.

## **MAYOR/ADMINISTRATION REPORTS**

Mayor Carl Florea introduced Tom Wachholder, our new Public Works Director. He also gave a COVID update; according to the Governor's Office, we are still required to mask inside and will continue with the zoom meetings. If the emergency declaration is removed completely, this will determine if we have to meet in person with the open meetings act.

City Administrator Ana Cortez-Steiner reported that the Osborn Visioning process is continuing. We are getting many younger voices speaking up with what they would like to see with the Osborn school. The new goal now is to engage the Spanish speaking residents and get their input on what they would like to see for the Osborn site. She also stated that the River Pilot Program is being spearheaded by our new intern Diego; he is working with the local rafting / tubing companies to place toilets for the public to use and installing the life vest boards in the most used and convenient locations. The Sheriff contract is being negotiated and we are using a consultant firm out of Florida called CPSM. Their job is to evaluate the Sheriff's Office so when the City sits down to construct a new contract we will have hard numbers that we can use to get the best deal. She also reported that the parking fees are coming soon to the Council and that the applications for the Leavenworth Fund are due in August. The City continues to move forward with investigation to purchase a retractable ceiling for the pool. PRSA Coordinator Kiah Patzkowsky is spearheading this effort for the pool and looking for funding through government resources. She questioned Council on having a summer celebration similar to the Block Party that was done in 2019; Councilmember Bretz said that she would love for the Council to do this again. Council suggested having it before the end of summer and before the school year starts.

Finance Director / City Clerk Chantell Steiner reported that the City will begin the audit in July and that Councilmembers will be contacted directly for meeting with the auditors. She stated that she is working on a LocalTel franchise agreement that will be coming to the Council in July; there will be two readings of the ordinance before it is approved by the Council. In closing, she stated that the City is getting under contract with HDR for a utility rate study to do a three year look at the garbage fund.

Development Services Manager Lilith Vespier reported that she is continuing to work on the Healthy Communities Project and that staff is working to close out all of the outstanding building permits that haven't had their final inspection. Development Services is researching options for going paperless and Leavenworth Haus continues to work on improvements for their storm water issues. In the Planning Commission, the Shoreline Master Program is having a hearing at the July meeting and the Commissioners are going to start talking about lot sizes next. In compliance, the City has identified another illegal vacation rental; the resident has since cancelled all of their reservations and are working on becoming compliant.

Public Works Director Tom Wachholder reported on his plan for the next 90 days. He is looking to build relationships with not only Public Works, but all of the city staff and community members. He is also looking to identify the strengths and weaknesses within the department.

Communication Analyst Christie Voos reported on the parking infraction, collection management contract so the City can get that in place before rolling out the new parking program. She is also working on the new website and making it possible to have hybrid in-person / zoom meetings in the council chambers and conference room when we are able.

PRSA Coordinator Kiah Patzkowsky gave a pool update stating that the pool is now open! They are starting with a limited schedule with just water aerobics and lap swim, but will be adding more as the regulations change and things open up more. There will be swimming lesson sign-ups starting on Thursday for PRSA residents.

## **COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA**

None.

### **8. Presentation: Consumer Confidence / Water Use Efficiency Report**

Assistant Water Plant Operator Kristian Winston presented the 2020 Water Use Efficiency Report and briefly addressed the water quality requirements mandated by the Department of Health and how the Water Department goes about achieving the required results. She touched on water conservation and water production in the City of Leavenworth, the benefits of updating the City's aging water infrastructure, identifying and preventing leaks, and public awareness. She addressed the water loss that has been found and the City's goals in regard to accounting for all of the City's water production. In closing, she stated that the quality of Leavenworth's water is very good.

### **9. Presentation: Wastewater Plant Project Update**

Kurt Holland from Varela Engineering & Management gave an update on the progress being made on the Wastewater Treatment Plant remodel and provided a short video of the ongoing improvements.

### **10. Public Hearing: Non-Motorized Uses @ 6:45 PM**

Mayor Florea opened the public hearing at 8:26 PM.

Senior Planner Maggie Boles stated that this code change was brought about by requests to make more licenses for non-motorized vehicles available. She identified the transition for the two horse drawn carriage licenses to be separate from the allowance of the non-motorized licenses with the limit remaining at five.

Hearing no comments, Mayor Florea closed the public hearing at 8:31 PM.

## **RESOLUTIONS, ORDINANCES, ORDERS AND OTHER BUSINESS**

### **11. Ordinance 1629 – Non-Motorized Uses**

Councilmember Wilson motioned to adopt Ordinance 1629 amending Chapter 5.37 for Non-Motorized Uses. The motion was seconded by Councilmember Hessburg and passed unanimously.

### **12. Resolution 15-2021 Amendment to Rate and Fee Schedule for Festhalle and Tubing Fees**

City Administrator Ana Cortez-Steiner stated that the River Pilot Program will include a fee for tubers at a rate of \$4.50 per person. She stated that the Festhalle is attempting to become more profitable through raising their rates; however, they are being cautious not to make it too high that

may turn people away for it being too expensive. The councilmembers had a discussion regarding the \$1.00 per ticket fee for the Festhalle and discussed concerns on how we will control how many tickets are sold for correct reporting and payment. It was noted that this will be extremely expensive for a non-profit and is really hard to break even, let alone make a profit. The Council would like to refer this back to the Festhalle Committee for further discussion and to specifically consider a new rate structure without the \$1.00 fee for non-profits.

Councilmember Waters motioned to send the Festhalle portion of the rate & fee schedule back to the Festhalle Committee for further discussion. The motion was seconded by Councilmember Reister and passed unanimously.

Councilmember Bretz motioned to approve Resolution 15-2021 amending the Rate & Fee Schedule for River Tubing Fees and amending Exhibit A to remove the Festhalle fees. The motion was seconded by Councilmember Hessburg and passed unanimously.

### **13. Wildland Urban Interface Retrofit Program Options**

Development Services Manager Lilith Vespier let the Council know that mailers are being sent out about being Firewise and thanking the community for their involvement and asking them to do more. The retrofit program is for low-income residents with older homes that would like to retrofit their home to be more fire resistant. Roofing and siding updates would be the most helpful way to prevent homes on catching fire. There will be an application process, and if you are chosen the building inspector and fire marshal will come and let you know what is needed to make your house more fire safe.

## **INFORMATION ITEMS & FUTURE CONSIDERATIONS**

### **14. Housing Committee Agenda Items**

### **15. Public Safety Committee Agenda Items**

### **16. Finance Committee Agenda Items**

### **Executive Session: 42.30.110(1)(f) Personnel and 42.30.110(1)(i) Legal Ramifications**

Councilmember Lundgren motioned to recess into executive session under 42.30.110(1)(f) Personnel and 42.30.110(1)(i) legal ramifications of a course of conduct for 30 minutes with no action to follow. The motion was seconded by Councilmember Waters and passed unanimously.

The executive session commenced at 9:02 PM and reconvened at 9:32 PM.

Councilmember Hessburg motioned to recess into executive session under 42.30.110(1)(f) Personnel and 42.30.110(1)(i) legal ramifications of a course of conduct for 20 minutes with no action to follow. The motion was seconded by Councilmember Waters and passed unanimously.

The executive session commenced at 9:35 PM and reconvened at 9:55 PM.

Councilmember Hessburg motioned to recess into executive session under 42.30.110(1)(f) Personnel and 42.30.110(1)(i) legal ramifications of a course of conduct for 15 minutes with no action to follow. The motion was seconded by Councilmember Waters and passed unanimously.

The executive session commenced at 9:58 PM and reconvened at 10:13 PM.

Councilmember Waters motioned to recess into executive session under 42.30.110(1)(f) Personnel and 42.30.110(1)(i) legal ramifications of a course of conduct for 15 minutes with no action to follow. The motion was seconded by Councilmember Reister and passed unanimously.

The executive session commenced at 10:16 PM and reconvened at 10:31 PM.

## **ADJOURNMENT**

Seeing no other business, Councilmember Reister motioned to adjourn the June 22, 2021 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Lundgren and passed unanimously.

The meeting adjourned at 10:32 PM.

**APPROVED**

**ATTEST**

---

**Carl J. Florea**  
Mayor

---

**Chantell Steiner**  
Finance Director / City Clerk