



City of Leavenworth

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City Council
Carl J. Florea - *Mayor*
Carolyn Wilson
Mia Bretz
Sharon Waters
Clint Strand
Jason Lundgren
Anne Hessburg - *Mayor Pro Tem*
Zeke Reister
Ana Cortez-Steiner - *City Administrator*

MEETINGS VIA ZOOM CONFERENCING June 22, 2021 Pacific Time (US and Canada)

Afternoon Committee Meetings 3:30 – 6:00 PM

Housing 3:30 – 4:30 PM * Public Safety 4:30 – 5:15 PM * Finance 5:15 – 6:00 PM

**All Committee Meetings use the same zoom meeting link beginning at 3:30 PM
Councilmembers will attend based on their specific assignments.**

Join Zoom Meeting

<https://us02web.zoom.us/j/81037580257?pwd=eWxRdU8yNDBISzJjU3dBTkNsZUd3dz09>

Meeting ID: 810 3758 0257

Passcode: 182011

Regular Evening Meeting Begins at 6:30 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/87485879767?pwd=ajNHOXY0MFFQOMmw3bE9CaGVnYUFGKZz09>

Meeting ID: 874 8587 9767

Passcode: 345219

All Meetings allow for the same dial by your location option using the number listed below:

+1 253 215 8782 US

Or find your local number: <https://us02web.zoom.us/j/kd75cgEpMN>

PLEASE TAKE NOTICE, in consideration of the current COVID-19 pandemic, for the health and safety of the community, city staff, and councilmembers, City Hall is closed to the public.

We encourage all Councilmembers, Staff, and the public to utilize the Zoom Conferencing meeting feature. Staff will ensure hosting of the access approximately 10 minutes prior to each of the scheduled meetings; no meeting business may be discussed prior to the official opening of the meetings. The public is encouraged to submit written comments prior to the meetings by sending to the City Clerk at financedir@cityofleavenworth.com; comments via email will need to be submitted by no later than 5:00 PM on Monday, June 21, 2021 in order for them to be received and prepared for submission into the record; comments received for the evening meeting will be read aloud as part of the Comments From the Public on Items Not on the Agenda or during the discussion of specific items. If you would like to deliver comments, you may contact City Hall at (509) 548-5275 prior to 1:00 PM on Monday, June 21, 2021 to schedule an appointment for delivery. Comments received through US Mail will be included if they are received prior to the meetings.

LEAVENWORTH CITY COUNCIL AGENDA
Leavenworth City Hall – Council Chambers
June 22, 2021 – 6:30 PM

Call to Order

Roll Call

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

<p style="text-align:center"><u>Council Committees – 4th Tuesday</u> Housing – 3:30 PM – 4:30 PM Public Safety – 4:30 PM – 5:15 PM Finance – 5:15 PM – 6:00 PM</p>
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Public Safety Report: Sergeant Scott Lawrence, Liaison Officer

Councilmember and Committee Reports

Mayor / Administration Reports

Comments from the Public on Items Not on the Agenda

8. **Presentation: Consumer Confidence / Water Use Efficiency Report – Kristian Winston**
9. **Presentation: Wastewater Plant Project Update – Kurt Holland**
10. **Public Hearing: Non-Motorized Uses @ 6:45 PM**

Resolutions, Ordinances, Orders, and Other Business

11. Action: Ordinance 1629 – Non-Motorized Uses
12. Action: Resolution 15-2021 Amendment to Rate & Fee Schedule for Festhalle & Tubing Fees
13. Discuss: Wildland Urban Interface Retrofit Program Options

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

Adjournment

(Next Ordinance is 1630 – Next Resolution is 16-2021)

CONSENT AGENDA AND REPORTS

1. City Council Meeting Agenda

This item is included under **TAB 1.**

2. Special Meeting Minutes on WUI Codes – 6/8/2021

This item is included under **TAB 2.**

3. Study Session Minutes – 6/8/2021

This item is included under **TAB 3.**

4. Regular Meeting Minutes – 6/8/2021

This item is included under **TAB 4.**

5. 2021 Claims

This item is included under **TAB 5.**

6. Set Public Hearing: Allowing Bees in City Limits – July 13, 2021 @ 6:45 PM

This public hearing is being scheduled to allow for public comment prior to Council consideration for adoption as was discussed at the June 8, 2021 Study Session.

There are no items included under **TAB 6.**

7. 2020 City Annual Report Acceptance

Finance Director Chantell Steiner is requesting acceptance of the 2020 Annual Report for the City of Leavenworth. This year's report was completed prior to the filing deadline of May 30, 2021 with submission occurring on Friday, May 28, 2021 to the Washington State Auditor's Office (SAO). I would like to make special mention and thanks to Deputy Clerk Shirley McLaughlin for her assistance this year in several of the required schedules. Ms. McLaughlin, who is new to city government, spent just over 20 hours assisting in this document that included over 55 hours of time for myself. As is customary and recommended by the SAO, Ms. McLaughlin and I will be doing a formal full review of the final submitted document prior to the Auditor's coming this year. The City has received communication from the SAO and we anticipate the normal audit for 2019 and the single federal required audit for 2020 to begin in mid-July.

The following item is included under **TAB 7:**

- 2020 City Annual Report

8. Presentation: Consumer Confidence / Water Use Efficiency Report – Kristian Winston

The Public Works Water Plant staff would like to present the annual Water Use Efficiency report. Every year, the State requires a report providing an update on the City's water use efficiency program. The report, which was completed earlier this year, and prior to the deadline, contains production and usage numbers, system leakage, efficiency goals and progress on achieving these goals. New to the report this year is data related to water resource management, which is essential for long-term planning and conservation.

The following item is included under **TAB 8:**

- Water Use Efficiency Report Presentation

9. Presentation: Wastewater Plant Project Update – Kurt Holland

There are no items included under **TAB 9.**

10. Public Hearing: Non-Motorized Uses @ 6:45 pm

There are no items included under **TAB 10, see TAB 11.**

SUPPLEMENTAL COUNCIL AGENDA

11. Ordinance 1629 – Non-Motorized Uses

The Development Services staff seeks action from the Council regarding LMC Chapter 5.37, which currently authorizes up to five nonmotorized vehicles for hire to operate within the city limits. Nonmotorized vehicles for hire include horse-drawn carriages, pedicabs, etc. The proposed changes would exclude horse-drawn carriages from the maximum five licenses, while still limiting the carriages to a maximum of two. The carriages would be regulated differently because they are viewed as a tour rather than a form of transportation. This change would allow existing nonmotorized vehicle for hire companies to add additional licenses and also allow new applicants to become licensed in the city. Additional minor changes to the Chapter are proposed to clarify code requirements and address code consistency.

The following item is included under **TAB 11:**

- Ordinance 1629
 - **MOTION:** *The City Council moves to adopt Ordinance 1629 amending Chapter 5.37 for Non-Motorized Uses.*

12. Resolution 15-2021 Amendment to Rate & Fee Schedule

The City Administrator seeks approval of an amendment to the Rate & Fee Schedule. She proposes changes to two fees: Festhalle and Tubing River Use. The following changes are proposed:

1. Festhalle Fees:
 - Private Event Weekday \$1,300

- Private Event Weekend \$3,000
- Ticketed Public Event Weekday \$1,000
 - i. \$1.00 per ticket fee
- Ticketed Public Event Weekend \$1,800
 - i. \$1.00 per ticket fee
- Non-Profit Free or “by donation Event” Weekday \$500
- Non-Profit Free or “by donation Event” Weekend \$1,000

Proposed nonprofit rates are lower than previous year’s rates.

2. Tubing: \$4.50 per person

The following items are included under **TAB 12:**

- Presentation: Festhalle
- Presentation: River Pilot
- Resolution 15-2021 – Redline Changes (includes 2020-2021 Festhalle rate structure for reference)
 - **MOTION:** *The City Council moves to approve Resolution 15-2021 amending the Rate & Fee Schedule for Festhalle and River Tubing Fees.*

13. Wildland Urban Interface Retrofit Program Options

This time is provided for the City Council to discuss options for increasing fire protections for older housing within the city limits. During the expanded City Council meeting on June 8, 2021, a discussion on Wildland Urban Interface (WUI) code adoptions, several Councilmembers stated their excitement with the passage of the WUI building codes which will have the greatest impact on new housing, anticipated to occur mostly north of the existing residential development. Of equal importance to the Council was the concern about existing homes. The discussion concluded with a request to research how the WUI building codes could benefit the majority of existing homes which pre-date the 1960’s.

The discussion ended with a general interest in pursuing a fire retrofit program. This type of program would have the added benefit of retaining/maintaining older housing stock which serves as a vital housing inventory for entry-level home ownership and affordable rentals.

Development Services reached out to the Fire District and Building Official to ask which WUI building codes would provide the most protection for older homes, given the regions type of fire danger. Both agreed that roofing and siding updates would be vital to protecting older homes. Also noted were fire ember reduction tools – closed gutters, enclosed decking and updated vents.

The State does provide a tool for home rehabilitation, RCW 35.21.685, focused on low-income housing where the person or family income does not exceed 80% of the median income, currently \$53,104 (2020) for Chelan County. If the Council would like to consider this option, using nonrestrictive funds, such as the general fund, staff will continue to research and draft options for

a new program defining who is eligible, how to apply, selection criteria, steps for completing work and close out process.

The following item is included under **TAB 13**:

- Wildfire Home Retrofit Guide

INFORMATIONAL & FUTURE CONSIDERATION ITEMS

14. Housing Committee Agenda Items

This item is included under **TAB 14**.

15. Public Safety Committee Agenda Items

This item is included under **TAB 15**.

16. Finance Committee Agenda Items

This item is included under **TAB 16**.