

**LEAVENWORTH CITY COUNCIL**  
**Study Session Agenda**  
**City Hall - Council Chambers**  
**July 13, 2021 8:30 – 11:45 AM**

**8:30 – 8:50      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**.

**8:50-9:35      Presentation: Okanogan Long Term Recovery – Pateros Mayor Carlene Anders**

Mayor Carlene Anders of the City of Pateros, WA will address resiliency, recovery, and preparedness efforts, as well as lessons learned from the 2014 Carlton Complex Fire. Mayor Anders is the Executive Director of Fire Recovery, which covers five counties and 1.5 M acres.

The Carlton Complex Fire was a massive wildfire in north central Washington which burned 256,108 acres during the 2014 Washington wildfire season. It began on July 14, 2014 as four separate lightning-caused fires in the Methow Valley which merged into one by July 18. The complex destroyed 353 homes in and around the towns of Pateros and Brewster, as well as rural Okanogan County. The fire caused an estimated \$98 million in damages. The Carlton Complex remains the largest single wildfire in Washington state history, surpassing the 1902 Yacolt Burn.

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

**9:35 – 9:40      Development Services Mid-Year Report**

This time is provided for the City Council to review and discuss development activities for the first six months of 2021, summary of 2020 permits, summary of code compliance and an overview of the department Objectives and Achievements.

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

- Mid-Year Report 2021

**9:40 – 9:55      Water System Updates**

1. Well Number 1 Rehabilitation

The City of Leavenworth (City) relies on three (3) municipal wells in addition to one (1) surface water treatment plant for supplying domestic water to commercial and residential customers.

According to the City's 2018 Water System Plan, the City produced an average of 320 million gallons annually from 2015 through 2017.

Well No. 1, the oldest of the three wells, was drilled in 1989 and has a depth of 109 feet. At the time of initial operation, Well No. 1 had a capacity of 1,250 gallons per minute (gpm). Since 2013, when Well No. 3 was constructed, Well No. 1 has been used primarily as a backup. In November 2020, Water Division staff discovered Well No. 1 was discharging aerated water. Aerated water, although harmless, has a milky appearance that could create customer concern. In addition, pumping aerated water may damage the well pump.

Staff worked with Gray & Osborne to adjust the well pump to allow for normal pumping conditions. This adjustment allows the water level to remain above the well intake during operation; however, this reduces the capacity of Well No. 1 to 650 gpm. Well No. 1 provides a crucial redundant water supply, mainly when the water treatment plant is offline. In addition, if Well No. 3 failed while the water treatment plant was offline, the City may not have sufficient water production to meet maximum demand.

## 2. Booster Station Ski Hill Reservoir Telemetry

The current serial radio telemetry system associated with the Ski Hill Booster Station (Booster Station) was installed over 20 years ago. The radio telemetry system allows the Booster Station to communicate with the associated 700,000-gallon Ski Hill reservoir for the purpose of automatically filling the reservoir when necessary. Currently, the above-mentioned radio telemetry system is not performing as intended. For example, the Booster Station periodically breaks communication with the reservoir, which results in a Booster Station shutdown. This shutdown sends out an alarm to Water Division staff and requires a manual reset. In addition, all troubleshooting must be conducted on-site.

The Booster Station radio telemetry system utilizes a discontinued programmable logic controller (PLC). If the PLC hardware fails, replacement parts will be difficult to procure. The recommended solution is to upgrade the telemetry system to cellular radios. This will allow for enhanced communication between the Booster Station and reservoir, in addition, our SCADA programmer (Blue Logix) will have the capability to troubleshoot issues remotely.

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

## **9:55 – 10:30**     **Healthy Communities Presentation**

This time is provided for the City Council to review a new concept incorporating other planning documents into the city actions and planning processes. This incorporation has the potential to strengthen coordination between agencies and organizations. Reviewing common projects, values and intents we can identify shared needs/interest as well as opening dialogue for new connections. Additionally, staff is seeking general consent to use this new approach to reframe the City's Comprehensive Plan and goals and policies to a more reader friendly format.

There are no items under **TAB F**.

**10:30 – 10:40    2021 Project Tracker / 2021 Future Council Agenda Items**

This time is provided to review the 2021 Project tracking document, and the Future Council Agenda Items document. The Project Tracker provides the Council with quarterly updates on the work and status of a number of Council Priorities or required projects/tasks that need to be completed by the City. It is not a comprehensive list; the project tracker does not include the daily tasks required to provide services and maintain service levels to residents, businesses, or visitors, but provides a good review of the work being completed by the City.

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

- 2021 Annual Objective and Project Tracker
- 2021 Future Council Agenda Items

**10:40 – 10:45    Quarterly City Newsletter Recommendations – Distribution in August**

Our Communications Analyst, Christie Voos, will be updating the format of the Quarterly Newsletter. As part of the format update, we would like to quickly discuss/review the standard items included in each historical newsletter and the many items we could include for the Summer 2021 edition.

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

- Example of a newsletter layout with list of standard items to include, items to add, and items to review

**10:45 – 11:00    Discussion of Parking Fees**

In anticipation of bringing Parking Fees to the City Council for approval at the second City Council meeting in July, we will be facilitating a short discussion on the fees and range of hourly rates we will be proposing. This is not the first time the fees have been presented to City Council, so it should be a quick discussion.

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

**11:00 – 11:25    Executive Session: RCW 42.30.110(1)(i) for Legal Ramifications of a Course of Conduct**

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

**11:25 – 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 K.**