

LEAVENWORTH CITY COUNCIL MINUTES
August 10, 2021

Mayor Carl J. Florea called the August 10, 2021 Leavenworth City Council meeting to order at 6:33 PM. This meeting was conducted via Zoom conferencing.

ROLL CALL

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

Staff Present: Chantell Steiner, Lilith Vespier, Tom Wachholder, John Schons, and Andrea Fischer.

APPROVAL OF THE CONSENT AGENDA

Consent Agenda

1. Approval of Agenda
2. Approval of July 27, 2021 Regular Meeting Minutes
3. July 2021 Payroll \$302,053.36
4. 2021 Claims \$480,488.01
5. Set Public Hearing for Fire Retrofit Program on September 14, 2021 @ 6:45 PM

Mayor Florea announced the addition needed to the agenda for an executive session that will be added to the end of the meeting.

Councilmember Wilson motioned to approve the consent agenda as amended. The motion was seconded by Councilmember Bretz and passed unanimously.

COUNCILMEMBER AND COMMITTEE REPORTS

Councilmember Wilson attended the Festhalle Oversight Committee meeting and received information on the company that will be managing the Festhalle with Mike Hartnell's departure. She also attended the Economic Development Committee Meeting and reported that Manager Vespier gave a report on current building permits, an update on compliance in relation to RV parking on streets, and park use requests for the month of July. Mayor Florea explained the American Rescue Plan which the City will receive approximately \$500,000. The money is restricted and can only be spent on certain uses of which the easiest to report on is water, sewer or broadband uses. She noted that Finance Director Chantell Steiner believes she could do the reporting if the City stays within the utility type uses; other uses would likely require an outside consultant to manage and report due to the magnitude of tasks involved. Councilmember Wilson stated that the City will have to report to the Federal Government what projects we are planning with the money by October 31, 2021 and will have until December 31, 2026 to spend the money. She identified a potential project to consider; the water pipes on Orchard Street are currently four-inch pipes, but need to be upgraded to eight-inch pipes, and possibly putting sidewalks on Orchard Street when it is put back together. She stated that the Mayor also spoke about the space needs for the City noting that Public Works may have already completed a space use assessment, and the Committee would like to hear from the Department Directors on how much space they believe is needed. The City has an estimated cost of \$20,000 to have a consultant perform this assessment.

Councilmember Bretz attended the Economic Development Committee and noted that the Development Services Department included 33 parks permits in this month's report.

Councilmember Waters attended the Festhalle Oversight Committee meeting, Residential Advisory Committee meeting. She also attended the Planning Commission meeting, Study Session, Parks Committee Meeting and the Public Works Committee meeting where Rick Emmons, Public Works Field Supervisor, gave a presentation regarding the current snow removal policy and what is involved in getting the snow plowed in the winter. She also reported that staff is looking into the Transportation Improvement Board (TIB) grant opportunities for complete streets projects, future works plans, and staffing needs.

Councilmember Strand attended the Study Session and the Parks Committee Meeting. He reported on Osborn and challenges and opportunities that are happening. The big challenge is the irrigation, which is now shared by the City and the Cascade School District. Staff is looking to separate the systems so each entity can pay their fair share. Another challenge is that the outside play equipment is not looking as good as when the School District maintained it. The Parks Committee is in favor of keeping the play equipment in good repair and maintained so families can continue to enjoy it; City staff will be looking at ways to achieve this goal. Councilmember Strand reported that the building is functional for use so staff is looking at possible temporary uses until the City decides what the permanent direction will be. It was also reported that the ice rink is looking to come back to the Lion's Club Park where it was in the winter of 2019; the City was under a two-year contract that was postponed in the second year due to COVID-19; options are being explored with the vendor for a rink in 2021.

Councilmember Hessburg reported on the Residential Advisory Committee where they discussed the community engagement with Osborn School. The consultant, Bob Stowe, is revising the options based on feedback from the community and is looking at onsite and offsite parking options. Public Works Director Tom Wachholder reported on the Transportation Improvement Board Complete Streets Workplan. The Committee also had a report from Fire Marshal Dave Nalle about fire awareness. She stated that the Committee also discussed details for the block party; due to rising COVID-19 numbers, it has been cancelled for this year. She also attended the Parking Advisory Board meeting where they discussed the go-live date, which is still planned for after Labor Day. The Board plans on having a phased in approach to educate the public for a couple of weeks before the City starts giving out tickets. The City will start the education program prior to the go-live date and is working on decals for the meters and kiosks to help with the payment portion of this new parking program. She also attended the Economic Development Committee Meeting.

Councilmember Reister attended the Festhalle Oversight Committee meeting where they discussed the fee schedule; they will be keeping the current rates through the rest of the year. It was also decided that the \$1.00 per ticket fee be dropped. The local business called Gather Leavenworth will be managing the Festhalle for a \$3,000 flat rate fee. He also attended the Public Works Committee meeting.

MAYOR/ADMINISTRATION REPORTS

Mayor Carl Florea reported that the block party is cancelled due to the rising COVID-19 cases. He thanked Chelan County Emergency Management Deputy Rich Magnussen for attending the Study Session this morning and reporting on the Leavenworth evacuation plan, identifying the Chelan County Emergency Management website to sign up for notifications and reviewing the different stages of the evacuation process. The City will continue to work on bringing more information to the Community in the future. He reported on The Leavenworth Fund applications; the City received \$180,000 in requests for the \$150,000 available. He stated that the City received one proposal for Workforce Housing and two proposals for Oktoberfest, one from Projekt Bayern and another group from Seattle; Staff will explore all of these submissions to see what will fit best.

Finance Director / City Clerk Chantell Steiner reported that for the month of July there were no new money transfers to the Festhalle Fund as the City received some more revenue for events. It will remain to be seen

now that the City isn't managing the Festhalle what money should stay in for funding and what will not. She noted that the 2019-2020 financial audit is well under way.

Development Services Manager Lilith Vespier reported that the City is enforcing RVs with current code; of the 17 residents that were notified, 10 of them have already complied and moved their RVs. She reported that City Building Official Mark Barnes had to speak with three contractors regarding work they were doing inside the City limits without a permit. She advises, if you see any activity that might be being done without a permit to please reach out to the Development Services team so they can investigate. She stated that the Planning Commission met last week and while she was away, Senior Planner Maggie Boles filled in and Assistant Planner Nichole Perry took minutes. She feels it is important to hear from community members about the reduction of lot sizes and to let the Planning Commission know. Councilmember Hessburg questioned what issues the community is identifying with the reduction of lot sizes knowing that our housing action plan states that we need more housing. Manager Vespier stated that the biggest issues the community has brought up so far is increased traffic, visual impacts and infrastructure.

Public Works Director Tom Wachholder stated that the City received seven requests for qualifications (RFQ) for Pine Street Phase II. One was late so it was rejected, leaving six to choose from. The next step is putting together a selection committee to proceed with interviews. He is pursuing a mutual aid agreement with the Washington State Water and Wastewater agency response network to allow other entities in the group to share equipment, staff and other resources that can be utilized in an emergency or non-emergency and would fully reimbursable if applicable through FEMA. He reported that Gray & Osborne assisted Director Wachholder in completing a Transportation Improvement Board complete streets project grant for repairing sidewalks on Ski Hill Drive; The City match will be \$55,000. He stated that the Lions Club Gazebo is now in full ownership of the City and we will remove the structure before winter to prevent any more damage.

COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

Paula Strozyk spoke about the Planning Commission work regarding changing zones within the City. She feels strongly that the City Council and Planning Commission need to broadcast more widely to make sure the whole community knows what is being planned. Councilmember Waters suggested that community members write letters to the editor in the Leavenworth Echo to get more traction.

Peter Keenan stated that he was happy to see the progress the City has made in several areas.

Becki Subido asked if the Lions Park gazebo will be replaced after it comes down, and Mayor Florea stated that yes, there are plans to rebuild.

6. Public Hearing – Shoreline Master Program at 6:45pm

Mayor Florea opened the public hearing at 7:18 PM.

Development Services Manager Lilith Vespier stated that the City of Leavenworth is required to do a periodic review of the Shoreline Master Program by the Department of Ecology. The last review was completed in 2012. This review focused on changes in State law and streamlining the text. To complete the process, after this hearing and passing the ordinance, it will be sent to the Department of Ecology for further review and comments. Many councilmembers thanked Manager Vespier for her work on this document.

Hearing no further comments, Mayor Florea closed the public hearing at 7:21 PM.

RESOLUTIONS, ORDINANCES, ORDERS AND OTHER BUSINESS

7. Ordinance 1634 – Shoreline Master Program

Councilmember Bretz motioned to approve Ordinance 1634 Shoreline Master Program. The motion was seconded by Councilmember Hessburg and passed unanimously.

8. Motion to Cancel the August 24, 2021 Council Meeting

Councilmember Bretz moved to cancel the August 24, 2021 regular meeting and committee meetings. The motion was seconded by Councilmember Water and passed unanimously.

Executive Session: 42.30.110(1)(i) Legal Ramifications

Councilmember Hessburg motioned to recess into executive session under 42.30.110(1)(i) legal ramifications of a course of conduct for 10 minutes with no action to follow. The motion was seconded by Councilmember Waters and passed unanimously.

The executive session commenced at 7:26 PM and reconvened at 7:36 PM.

INFORMATION ITEMS & FUTURE CONSIDERATIONS

9. Economic Development Committee Agenda Items

10. Parks Committee Agenda Items

11. Public Works Committee Agenda Items


12. Development Services July Report

ADJOURNMENT

Seeing no other business, Councilmember Hessburg motioned to adjourn the August 10, 2021 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Wilson and passed unanimously.


The meeting adjourned at 7:38 PM.

APPROVED



Carl J. Florea
Mayor

ATTEST



Chantell Steiner
Finance Director / City Clerk