

## **LEAVENWORTH CITY COUNCIL MINUTES**

**April 26, 2022**

Mayor Carl Florea called the April 26, 2022 Leavenworth City Council meeting to order at 6:31 PM and Councilmember Sharon Waters led the City Council in the Flag Salute.

### **ROLL CALL**

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

Staff Present: Chantell Steiner, Lilith Vespier, Tom Wachholder, Christie Voos and Andrea Fischer.

### **APPROVAL OF THE CONSENT AGENDA**

#### **Consent Agenda**

1. Approval of Agenda
2. Approval of April 12, 2022 Study Session Minutes
3. Approval of April 12, 2022 Regular Meeting Minutes
4. 2022 Claims \$431,323.32
5. Mayoral Reappointment of Planning Commissioners Steven Booher, Colin Forsyth, and Alison Miller – Expires April 2022
6. Resolution 06-2022 Festhalle Facilities Policy
7. Cemetery Master Plan

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

### **PUBLIC SAFETY REPORT: CORPORAL MONIKA HAYNES, LIAISON OFFICER**

Chelan County Sheriff Corporal Monika Haynes reported on the current Sheriff Report for the month of March 2022 and provided information on the calls for service that have taken place around the City of Leavenworth and nearby surrounding areas. She stated the numbers of incidents, citations, traffic accidents, alarm calls, and arrests for March 2022. She reported that they are trying to help the homeless folks in the parks. She encourages people to call the Sheriff Department, so they can bring along a Behavioral Health Unit to help them. Cpl. Haynes also spoke about a string of car prowling that has been occurring, a ring leader was arrested and some of the property was given back to the owners. Councilmember Reister asked about the home break in on Ski Hill Drive, and the latest is they are waiting for DNA results from the State Crime Lab.

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

None.

## **PUBLIC HEARING: AFFORDABLE LOW-INCOME INCENTIVE PROGRAM @ 6:30 PM**

Mayor Florea opened the public hearing at 6:37 PM.

Development Services Manager Lilith Vespier stated this public hearing time is provided for the City Council to take comment on the proposed new affordable low-income housing incentive program. This program is designed to incentivize development of low-income housing by flexing some of the regulation standards, including but not limited to, reduced front yard setback, increase in lot coverage, increased density, and, for lower incomes, reduced parking requirements in the tourist commercial zone. The Planning Commission reviewed the initial draft code at a public hearing in November. At that time, it was determined that additional work on the draft was needed. The Planning Commission continued to review the proposal and make modifications based on public comment through the April 6, 2022 hearing. The new code provides incentives for housing associated with the most needed type of housing, for those with the highest cost burden homes and those with incomes below the 50% AMI, as noted in the Housing Action Plan. This income level is traditionally required to have public support or incentives to compete with the market rate housing construction market. The Planning Commission is recommending adoption of the Affordable Low-Income Housing Incentives program.

Erik Snyder, 202 Commercial Street, Leavenworth: Mr. Snyder stated that he is not in favor of this code change and questioned where data and information was gathered from to support how this increased density will reduce housing prices. He noted several locations, such as Dallas, Texas and Aspen, Colorado as places to consider research and cautioned the Council on utilizing hyper popular opinion pieces for driving decisions. Manager Vespier later responded to how the incentive program can assist in creating long-term affordable housing for low-income residents and suggested that he reach out to her further regarding specifically how he might be able to utilize the program on his own property.

Kaylin Bettinger, 7990 Icicle Road, Leavenworth: Ms. Bettinger is the Director of Upper Valley MEND and she encourages the Council to vote in favor of this code as it will help their organization to better assist low to moderate income levels for housing units.

Kim Tobiason, 12380 Village View Drive, Leavenworth: Ms. Tobiason stated that she would like to have a pause on this code change as she doesn't feel that she has enough information. Who will be deciding who receives these incentives and how is it being funded? She would like to have the community more involved to be able have the answers to these questions before the code is changed.

Carrie Kingsley, 146 Prospect Street, Leavenworth: Ms. Kingsley stated that she is in favor of this code change.

Polly McIntyre, 202 Prospect Street, Leavenworth: Ms. McIntyre stated that she is concerned about parking and would like to take a pause to get more information before this is passed.

Hearing no additional comments, Mayor Florea closed the public hearing at 6:52 PM.

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

### **8. Ordinance 1654 – Affordable Low-Income Housing Incentives**

The Council asked questions and discussed these code changes with Manager Vespier in regard to amending the language to change the 50 years to “into perpetuity”.

Councilmember Wilson motioned to adopt Ordinance 1654 creating a new Leavenworth Municipal Code Chapter 18.24 Affordable Low-Income Housing Incentives and amending the 50-year limit to into perpetuity. The motion was seconded by Councilmember Hessburg and was passed by a vote of 6 to 1 with Councilmember Waters opposed.

### **9. Resolution 5-2022 – Personnel Policy Update**

Finance Director / City Clerk Chantell Steiner reported that this document provided for approval today includes acceptance of all changes in the prior document with exception to new changes now included in redline for a final review in regard to travel and meal reimbursements. Additionally, appendices have now been included for reference. She recommended the per diem rates that is used by the State with the caveat that the City Administrator has the authority to grant more, if necessary, on a case-by-case basis. The Council wanted to know if they are included in the travel and meal reimbursement. Director Steiner stated that this policy is designed for them and there is money in the budget if they need to travel to do work for the City.

Councilmember Waters motioned to approve Resolution 5-2022 amending the City of Leavenworth Personnel Policies. The motion was seconded by Councilmember Lundgren and passed unanimously.

### **10. Professional Services Agreement – Waterfront Restroom Sewer Force Main – Relocation Design and Construction Engineering Services with RH2 Engineering**

Public Works Director Tom Wachholder stated that the Waterfront Restroom sewer relocation Professional Services Agreement (PSA) between RH2 Engineering and the City of Leavenworth is for design and construction engineering services in the amount of \$99,850. There is an additional contingency fund that was budgeted, which is helpful as construction prices have gone up substantially. The purpose of the above-mentioned project is to relocate a 4-inch pressurized sewer line (force main) associated with the Waterfront Park restroom. The reason for relocating the 4-inch sewer force main is a result of mutually agreed upon provisions established by the April 2, 2020 settlement agreement between Mr. Rob Johnson and the City. Per terms, the City has until October 31, 2022 to abandon the sewer force main and electrical service associated with the Waterfront Park restroom.

Councilmember Lundgren motioned to approve and authorizes the Mayor to sign a Professional Services Agreement between RH2 Engineering and the City for design and construction engineering services associated with the Waterfront Restroom Sewer Force Main Relocation

project in an amount not to exceed \$99,850. The motion was seconded by Councilmember Hessburg and passed unanimously.

## **COUNCILMEMBER AND COMMITTEE REPORTS**

Councilmember Wilson attended the Housing Committee meeting and reported on the Public Safety Committee meeting. Pacific Security reported that March has been very slow and they will investigate if the bikes and skateboards are on the sidewalk. The Fire District 3 is testing fire hydrants and have done around 70 thus far. They are also conducting business inspections as to keep fire from spreading so easily. She reported that there are a lot of parking difficulties around the Icicle Bridge, and with construction happening soon, it will only make it more difficult. Speeding on Pine Street was brought up as a continuing item and staff is looking into the option of temporary traffic calming measures with RH2, such as striping, in order to slow down traffic as well as the use of a stop sign at Cone Street will be re-evaluated.

Councilmember Waters attended the Design Review Board meeting and reported on the District 3 Fire Board meeting where there was a pinning of new firefighters and she noted that the firefighter challenge will be on Saturday, April 30, 2022. She reported on the Greater Leavenworth Museum Board meeting where they discussed their strategic plan. She announced that the Museum Grand Opening is happening on Thursday April 28, 2022 and that there will also be a “rake the twigs” event at the Cemetery. She also attended the Chelan-Douglas Health District Board meeting, the Mosquito Board meeting, the Leavenworth Area Promotion (LAP) meeting, the Chamber Board meeting, the Downtown Steering Committee meeting, and the Housing Committee meeting.

Councilmember Strand attended the Downtown Steering Committee meeting and reported on the Finance Committee meeting noting a dip in revenues for March that are reflective of January activities, likely from the major snowstorms; however, April figures are back up slightly over last year but not strong like they have been. He stated that the Finance Committee continued work on reviewing the City’s Financial Policy for future recommended changes and reviewed the recent investments.

Councilmember Hessburg reported on the Link Transit Board meeting where they went back to the drawing board and revised routes; based on public comments from the vulnerable in our community, the busses were not going where they needed them to go or often enough. These revisions reflect what was communicated and these changes will be enacted in July 2022. She noted some benefits specific to Leavenworth to add routes out to Sleeping Lady and up Ski Hill. They have applied for a Zero Emission grant to continue with the transition to electric busses. She also attended the Pine Street Phase II Committee meeting and the Finance Committee meeting.

Councilmember Reister reported on the LAP meeting, where they are still in the process of getting a new logo for the Chamber. They have been advertising in Portland, Spokane, Coeur d’Alene and the Tri-Cities to get more mid-week stays. He attended the River Study Committee meeting where they will use the River Ambassadors again this year as they noticed a big difference with them there. He stated that Dave Johnson from the Leavenworth Outdoor Center has volunteered to establish a shuttle off of East Leavenworth Road in order to deal with the traffic into the river and while the bridge construction is happening. In the Downtown Steering Committee meeting, they

sent out an RFQ where they received two responses and will determine who gets awarded the contract; they also discussed the use of banners downtown. He also reported on the Housing Committee meeting where the committee discussed the federal funding for A Place for Alice and reviewed the Multifamily Tax Exemption program for future consideration.

Councilmember Aurilio attended the Earth Day Fair where he learned about how the City and the Winton site is improving recycling and composting around the City, with the schools and Waste Management. He noted that he also rode the Link Transit electric bus that will start coming to Leavenworth. He also attended the Public Safety meeting where he is interested in further exploring the trends that are emerging from the Chelan County Sheriff and Fire Departments. He is also excited about the Behavioral Health Unit that is working with the Chelan County Sheriff to help with the homeless people that may have a mental illness as he feels this is a critical step in assisting them with help that is needed.

## **MAYOR/ADMINISTRATION REPORTS**

Mayor Florea stated that a representative from the Behavioral Health Unit will be attending our May 24<sup>th</sup> City Council meeting. He attended the Chelan County Public Utility District (PUD) Stakeholder meeting where he learned they are having a difficult time finding employees to fill openings; a recent figure was 90 openings out of 800 positions. He also noted that the PUD is starting the planning process to prepare for an influx in electric vehicles.

Director Steiner reported she has completed the American Rescue Plan Act (ARPA) annual report, the Lodging Tax annual report, the Public Records report and is almost finished with the Washington State Department of Transportation (WSDOT) annual report. She is now beginning the City's Financial and Accountability Annual Report and will assist Kiah Patzkowsky who is working on the PRSA's Annual Report. She announced that the Auditors have contacted the City for our Federal Single Audit that should be done around mid-June through July.

Manager Vespier reported that a Parking Lot survey is in the mail. She saw a presentation from students that attend Washington State University (WSU) and the different ideas they have come up with for our community that should be finalized next week. The Planning Commission height packet is completed, and alleyway work is beginning. The Urban Growth Area (UGA) Scope of Work has been reviewed by the review committee and a contract will be coming to Council for approval. The Downtown Steering Committee meeting discussed the downtown Special Use Permits (SUPs) with the new fees and size of eating areas.

Director Wachholder reported on the 14<sup>th</sup> Street Reconstruction Project that will begin on May 16, 2022. Public Works staff will host a Question & Answer session on May 12, 2022 in the Council Chambers to answer questions from the Community about the project. The space needs assessment for the City will have a kickoff meeting with Architecture Resource Collaborative (ARC) on May 3, 2022. Also, the Pine Street Phase II Advisory Committee will meet monthly while the project is going to keep the community included in the process. He would like to give a shout out to Parks Supervisor John Schons and the Parks Department staff on fixing some pavers by the Gazebo and finding the underlying issue with the catch basin to give it a permanent fix, instead of a temporary

fix. In closing, he welcomed previous part-time employees Salvador Alvarez and Larry Hills to the new full-time Parks positions that Council authorized.

Communication Analyst Christie Voos reported on the Parking Lot survey which we have received 182 responses on thus far; however, we will wait until all the results are in to give a comprehensive report on the findings that are due by May 13<sup>th</sup>. The parking meters have new stickers that have better use instructions on them so the Parking Department is seeing far fewer calls. In Communications, she talked about the Chamber Board meeting and the communication between the two offices is to make this City the best it can be. The City is committed to communicating better with its residents and we hope the residents can communicate better with us.

## **INFORMATION ITEMS & FUTURE CONSIDERATIONS**

11. Housing Committee Agenda Items
12. Public Safety Committee Agenda Items
13. Finance Committee Agenda Items
14. Planning Commission Minutes

## **ADJOURNMENT**


Seeing no other business, Councilmember Waters motioned to adjourn the April 26, 2022 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Aurilio and passed unanimously.

The meeting adjourned at 8:07 PM.

**APPROVED**

  
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**Carl Florea**  
Mayor

**ATTEST**

  
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**Chantell Steiner**  
Finance Director / City Clerk