

LEAVENWORTH CITY COUNCIL MINUTES
January 24, 2023

Mayor Carl J. Florea called the January 24, 2023 Leavenworth City Council meeting to order at 6:32 PM. Councilmember Reister led the City Council in the Flag Salute.

ROLL CALL

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

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

Planning Commission: Chair Steven Booher, Kenneth Renner-Singer, Angie Harrison, Drew Foulk, Brian Praye and Alison Miller.

APPROVAL OF THE CONSENT AGENDA

Consent Agenda

1. Approval of Agenda
2. Approval of January 10, 2023 Study Session Minutes
3. Approval of January 10, 2023 Regular Meeting Minutes
4. 2022 Claims \$399,054.54 (Amended)
5. 2023 Claims \$245,158.50
6. Appointment Confirmation of Brian Praye for Planning Commission Position No. 3
7. Chamber of Commerce Contract for 2023-2026

The consent agenda was amended by Mayor Florea to include an updated 2022 claims number changed from \$330,636.34 to \$399,054.54. Councilmember Hessburg motioned to approve the consent agenda as amended. The motion was seconded by Councilmember Lundgren 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 December 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 December. Corporal Randy Lake will be working the opposite schedule of Corporal Haynes and will be alternating reporting at the Council meeting.

COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

None.

JOINT PLANNING COMMISSION MEETING

Mayor Florea opened the floor for the joint meeting at 6:37 PM. Planning Commissioner Steven Booher proceeded with the roll call of the Commissioners.

Development Services Manager Lilith Vespier provided the City Council and Planning Commission members with the tallied results of priorities for the 2023 Planning Commission Docket. She identified the top five priorities to include Cottage Housing, Inclusionary Zoning (Mandated Affordable Housing), Density of Bed & Breakfasts (B&Bs), Parking and Condominiums for Residential Zoning Districts; with an extra item of Composting if time permits.

The Council requested next year to see the individual tallies from the Council and from the Planning Commission; the Councilmembers thought it would help make a more productive docket.

Director Vespier stated the Planning Commission (PC) is currently working on re-examining setbacks, parking, access, and lot coverage requirements of Accessory Dwelling Units (ADUs) to incentivize infill development; the PC is 85% done with this one, and will continue to complete it before starting on the new docket. The Council and Commissioners discussed the various priorities for the Planning Commissioners to work on this year and many Councilmembers would like to see a moratorium on B&Bs, because they feel like the B&Bs are overwhelming the residential areas without offering additional housing. The Planning Commissioners are not convinced that ADUs are affecting the housing market with only nine ADUs that are being used as a B&B. They will discuss it, and will be looking for evidence that it is causing issues. Overall, both groups felt the docket is a good list that represents the priorities of both groups very well.

Planning Commissioner Drew Foulk motioned to adjourn the Planning Commission meeting and Kenneth Renner-Singer seconded the motion, which passed unanimously. Mayor Florea closed the joint meeting of the Planning Commission at 7:32 PM.

8. Public Hearing: Amending the Comprehensive Plan Capital Improvement Plan @ 6:30 PM

Mayor Florea opened the public hearing at 7:35 PM.

Director Vespier stated this document is reviewed yearly and is a list of items to be completed or worked on for the next six years as they are incorporated into the budget.

Hearing no comments, Mayor Florea closed the public hearing at 7:39 PM.

9. Presentation: Downtown Closure Survey Results and Findings by MxM

Director Vespier introduced Brice Maryman and Scott Melbourne to present an overview of what was found in the survey results for closing Front Street.

Mr. Maryman stated the results of survey identified that there is broad support for keeping Front Street closed. It reinforces the brand of Leavenworth as a Bavarian Alpine Village as it has a true European feel. Implementing this transformation will require a thoughtful, yet deliberate vision to make it work. The public feels that a centralized parking garage will be an important part of this transition. He went over all the survey results and if the City wishes to proceed, the next step is to

build momentum and find capital funding. The Council asked what the timeline for this project is. Mr. Maryman suggested that the parking garage is the first step, and once that is completed then the City can look toward the remainder of the project. In the meantime though the City can begin the design portion and finding funding. The sledding hill will not go away; although, it may be modified but will still be fun.

RESOLUTIONS, ORDINANCES, ORDERS AND OTHER BUSINESS

10. Acceptance of the 2023 Planning Commission Docket

Director Vespier stated she appreciates all the time spent discussing the docket and thanked all of the Commissioners for their hard work and dedication.

Councilmember Hessburg motioned to approve the 2023 Planning Commission Docket, subject to potential modification for Urban Growth Area Map amendments forwarded to the City in March; with prioritization in this order: A, I, M, L, F, B and H as time allows. The motion was seconded by Councilmember Strand and passed unanimously.

11. Ordinance 1666 – Amending Comprehensive Plan’s Capital Improvement Plan

Director Vespier stated this Ordinance will complete the process based on the public hearing earlier. She also commented that the Front Street Closure would be included at the City’s discretion, possibly on next years Capital Improvement Plan.

Councilmember Hessburg motioned to adopt Ordinance 1666 approving amendments to the Comprehensive Plan based on the Planning Commission and staff recommendations, including the findings of fact and conclusions of law within the staff report. The motion was seconded by Councilmember Lak and passed unanimously.

12. Ordinance 1667 – Amending Chapter 2.04 – City Council

Administrator Selby stated this Ordinance will change the times of the Study Session from 8:30 to noon on the second Tuesday of the month from 5:30 to 7:00 on the second and fourth Tuesdays of the month. The Evening Meeting times will change to 7:00 PM on the second and fourth Tuesdays of the month.

Councilmember Lundgren motioned to The Leavenworth City Council moves to adopt Ordinance 1667 – Amending LMC Chapter 2.04 – City Council. The motion was seconded by Councilmember Hessburg and passed unanimously.

13. Resolution 1-2023 – Council Rules Amended

City Administrator Selby stated the City Council Rules are being amended to be in line with what was discussed at the January 10, 2023 Study Session.

Councilmember Aurilio motioned to approve Resolution 1-2023 amending the City Council rules. The motion was seconded by Councilmember Waters and passed unanimously.

14. Mayor Ad Hoc Committee Assignments

Mayor Carl Florea commented that Councilmember Lak is replacing Councilmember Reister on the Leavenworth Area Promotions (LAP) Committee; no other changes have been incorporated.

Councilmember Reister motioned to confirm Mayor Florea's appointments to Ad Hoc Committees and the City Representatives on other agency boards for 2023. The motion was seconded by Councilmember Aurilio and passed unanimously.

15. Professional Services Agreement – Blue Logix, LLC Water System PLC and SCADA Programming

Public Works Director Tom Wachholder stated this professional services agreement is for SCADA programming services to replace a Programmable Logic Controller (PLC) at the Water Treatment Plant. In December the Water Treatment Plant and our well field sustained an extended power outage that caused severe damage to the PLC which controls the water system. If it fails, we will have no control of our water. The PLC is past its useful life by five years, so it is necessary to replace it.

Councilmember Hessburg motioned to approve and authorizes the Mayor to execute, contingent upon legal counsel review, a Professional Services Agreement between the City of Leavenworth and Blue Logix, LLC for Water Treatment Plant PLC and SCADA programming services with a not to exceed amount of \$20,000. The motion was seconded by Councilmember Waters and passed unanimously.

16. Approve the Purchase of a New Larue D55 Snow Blower for Public Works

Director Wachholder stated the City is looking to purchase a new blower that fits on the front of a loader and can blow snow into a truck quickly to haul it away. It is another tool to help with snow control. Councilmember Aurilio stated he found a website that has the same blowers for half the price in Quebec, Canada. He urged Director Wachholder to look into this option before purchasing.

Councilmember Lundgren motioned to approve the purchase of a 2023 Larue D55 Loader Mounted Snow Blower in the amount of \$237,490.23 with the condition to look into the units located in Quebec to see if that is a viable option. The motion was seconded by Councilmember Waters and passed unanimously.

17. Upper Valley MEND Letter of Intent for \$600,000 for Affordable Housing

Administrator Selby stated that Kaylin Bettinger from Upper Valley MEND came to the January 10, 2023 Study Session to request funding from the City to help purchase thirty-one affordable housing units from the Marson Family to keep them affordable. She is requesting \$600,000 from the City and this letter is an intent to promise funds when it is time to close; he noted that an official commitment will come later.

Councilmember Strand motioned to approve and authorize the Mayor to sign a Letter of Intent to Upper Valley MEND for \$600,000 to purchase thirty-one affordable housing properties on or before December 31, 2023. The motion was seconded by Councilmember Lundgren and was passed unanimously.

COUNCILMEMBER AND COMMITTEE REPORTS

Councilmember Waters attended the Parks & Recreation Service Area (PRSA) meeting, the Upper Valley Historical Society Board meeting, the Autumn Leaf Festival Association meeting, the Leavenworth Area Promotions (LAP) meeting, a Special PRSA meeting with NAC Architects to view new pool designs, the Mill Dam Rehabilitation meeting at the Wenatchee River Institute, the Chelan-Douglas Health District Board Meeting and the Housing Committee meeting.

Councilmember Strand attended the Downtown Steering Committee and the Finance Committee meeting where it was reported that sales tax and hotel/motel tax is holding steady from last year.

Councilmember Lundgren attended the PRSA meeting where they appointed Zack Miller who is representing the Cascade School District. They also welcomed Shon Smith the new Chelan County Commissioner and Emerson Peaks from Peshastin. He stated the PRSA is looking at whether to improve the current pool with smaller capital projects such as adding a slide or adding new concrete. The PRSA is hesitant to spend too much money with the potential large renovation that is coming. Councilmember Aurilio spoke about spending money on the Kahler Glen Ice Skating Rink which is outside of PRSA boundaries, but is still under legal consideration. The PRSA needs to develop a mission statement to determine a way forward. There are possible Rate & Fee Schedule changes for the pool prices in the future. He also attended the Special PRSA meeting with NAC to look at options they have for the pool. There were two options, as one would just be the pool and the other would be more of a Community Center with a pool. He also attended the Mill Dam Rehabilitation meeting at the Wenatchee River Institute.

Councilmember Hessburg reported on the Link Transit Board of Directors meeting. They have modified the bus schedule as the big buses are not going through Leavenworth any longer, they are stopping at the Willkommen Park & Ride, then a smaller bus goes through town as the gas station is no longer allowing the buses to turn around. The Round-About at Highway 2 and Icicle Road is moving forward. Link is hoping to start construction in April, and is financing this out of their general budget; it will cost \$3.8 million. She also attended the Finance Committee meeting.

Councilmember Reister attended the Mill Dam Rehabilitation meeting, the Leavenworth Area Promotions (LAP) meeting, the Downtown Steering Committee meeting, and the Housing Committee meeting spoke about turning it into an Advisory Committee. He also attended the Finance Committee meeting.

Councilmember Aurilio attended the PRSA meeting and the Public Safety Committee meeting. He stated there is a prescribed burn association being developed in Leavenworth. There is an event at the Red Barn on February 1, 2023 and he is hoping the Community will support them.

Councilmember Lak attended the Public Safety Committee meeting where it was discussed that Leavenworth has an issue with graffiti and is exploring if more patrol hours from Pacific Security

around town would help to reduce it. The committee spoke about needing more signage for no skateboards on the sidewalks. The signage has been ordered and we are waiting to have it put up.

Councilmember Strand spoke a few words about the passing of Ian Dunn and the good work that he did reporting news and sports and play by plays for the Upper Valley. He worked for KOHO radio, the Leavenworth Echo and the Wenatchee World. He loved this Community and he will be missed.

MAYOR/ADMINISTRATION REPORTS

Mayor Florea stated the legislature is in session. He spoke to six hotel owners regarding adding a tax to support affordable housing; he also spoke with the Chamber Board and County officials.

Administrator Selby reported that the next Community Engagement Night is coming up on January 31st. One of the big projects that will be presented is the new indoor pool designs.

Communication Analyst Christie Voos reported she is sending out a press release for changes to the Council and Committee meetings.

Finance Director Chantell Steiner stated she would like the Council to look at the end of year Finance Report for some special reports that only show up at the end of the year.

Director Vespier stated Building Official, Frank Spaun is looking at possible code amendments to the Leavenworth Municipal Code and possible changes to the Rate & Fee Schedule. Building Code Inspector Kristian Winston is following up with enforcement on illegal Short-Term Rentals. She announced that the City has received seven applications for the Permit Technician job and will be scheduling interviews to get this position filled. The Planning Commission will not have a meeting in February; although, staff research is ongoing for the next meeting.

Director Wachholder reported the Public Works crews are 60% complete with residential road widening. The Washington State Department of Transportation (WSDOT) has been putting pressure on the City to clear berms from Highway 2 and after they complete this, they will be back to widening the residential streets. The City contracted with KRCL, who removed snow from the parking spaces along the Front Street Corridor from Division to 14th Street, as well as the parking lots P1 – P5. This effort took four days and is estimated at \$80,000 to be paid out of the Parking Fund for the lots portion. The Ski Hill Drive sidewalks outreach began with CIP Manager Andi Zontek-Backstrum and the consultant Perteet going door to door. A project specific webpage will be published in the coming weeks. A water source replacement consultant was selected and it went to RH2. The Public Works department has been removing a significant amount of graffiti from the Front Street Park and 8th Street restrooms; this is taking up a lot of time and resources, so staff and public safety is looking for ways to combat it.

INFORMATION ITEMS & FUTURE CONSIDERATIONS

- 18.** Housing Committee Agenda Items
- 19.** Public Safety Committee Agenda Items
- 20.** Finance Committee Agenda Items

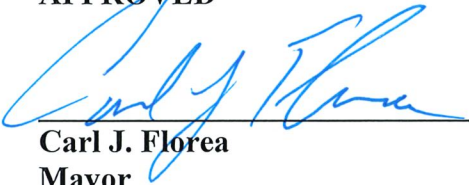
- 21. December Planning Commission Minutes
- 22. Comments for PC Docket
- 23. Reminder: Community Engagement Night on January 31, 2023 @ the Festhalle from 5:00-8:00 PM

ADJOURNMENT

Seeing no other business, Councilmember Lak motioned to adjourn the January 24, 2023 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Waters and passed unanimously.


The meeting adjourned at 9:17 PM.

APPROVED



Carl J. Florea
Mayor

ATTEST



Andrea Fischer
City Clerk