

LEAVENWORTH CITY COUNCIL STUDY SESSION MINUTES

November 25, 2025

Mayor Carl Florea called the November 25, 2025 Study Session to order at 6:05 PM.

Council Present: Mayor Carl Florea, Sharon Waters, Anne Hessburg, Zeke Reister, Shane Thayer, Travis McMaster and Mike Bedard.

Council Absent: Clint Strand.

Staff Present: Matthew "Selby," Chantell Steiner, Maggie Boles, Andi Zontek-Backstrum and Andrea Fischer.

1. Resolution XX-2025 – Artificial Intelligence Policy

City Administrator Selby presented a draft Artificial Intelligence (AI) policy, explaining it was based on Wenatchee's adopted policy with minimal modifications. He noted that the Mayor and he had attended conferences where cities were encouraged to adopt such policies, with records retention being a major concern. He explained that both the finished AI-generated product and the chat history must be retained as public records, which makes retention more complex than with traditionally drafted documents.

The Council asked questions and discussed the information that was presented.

Staff will talk to the City's IT provider Firefly and ask if there is an AI product that the entire City can use and if they will be able to retain searches for records requests. This policy will also be looked at by the City attorney for any items that need to be changed. The Council agreed to review the policy further before bringing it forward as a resolution at a future meeting.

2. Roundabout Art Design & Selection Process

Administrator Selby reported on his research into roundabout art programs, particularly focusing on Bend, Oregon's approach. He explained that Bend utilizes a nonprofit organization called Art in Public Spaces to manage their roundabout art program.

He outlined the process Bend uses, which includes creating a committee, issuing a call for proposals from 3D artists, selecting three finalists who receive a stipend to visit the City for inspiration, and having those artists create designs that undergo public review before final selection. He noted that Bend typically budgets \$130,000 per art piece, with \$6,000 allocated by the City for maintenance, \$140,000 to the artist, and \$10,000 for preservation funds. The City has budgeted \$150,000 for our roundabout art installation.

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The Council felt an ad-hoc committee of five members supported by two staff people, including the City engineer would be great to start. The Council would like to meet first to establish the parameters of the roundabout display. The Council discussed the importance of having the City's Washington State Department of Transportation (WSDOT) connection involved and potentially

having the new Recreation & Tourism Manager lead the process. This committee will begin in January 2026 when committee assignments will be made for the new Council.

3. Review of Rate & Fee Schedule Changes for 2026

City Staff presented additional changes for the 2026 Rate & Fee Schedule:

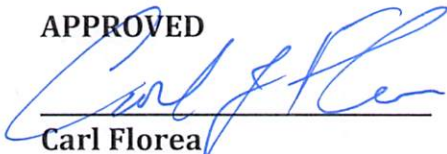
- There will be no changes to the 2026-2027 Festhalle fees.
- There are no proposed changes to the pool fees, however, it is proposed limiting family season passes to six people with an add-on option for additional people.
- Parking has added two new programs: a residential permit program for Parks & Recreation Service Area (PRSA) residents allowing up to 3 hours of parking at \$1 per hour per day (with any stay over 3 hours at market rate), and an employee parking program at \$50 per month for downtown employees. This will allow employees to park in the Blewett Annex parking lot as well as the Dragontail, Freund, Glacier and Horseshoe Lake parking lots. While these programs will not be rolled out until later in 2026, the rates are included in the proposed schedule update.
- Water, sewer, stormwater and garbage rates were updated to include new system charges and rates adopted by resolution.
- Miscellaneous charges not included in previous resolutions were updated with a 2.8% inflation factor
- Cemetery costs also received a 2.8% inflation adjustment
- Special Use Permits (SUP) will be changed to \$1.50 per square foot regardless of whether a business is utilizing the sidewalk or the street.

The Council asked questions and discussed the information that was presented.

The Rate & Fee schedule will be coming before the Council for approval at the December 9, 2026 City Council meeting.

Study Session adjourned at 7:05 PM.

APPROVED



Carl Florea
Mayor

ATTEST



Andrea Fischer
City Clerk