

LEAVENWORTH CITY COUNCIL MINUTES

May 12, 2026

Mayor Carl J. Florea called the May 12, 2026 Leavenworth City Council meeting to order at 7:00 PM. Councilmember Bedard led the City Council in the Pledge of Allegiance.

ROLL CALL

Council Present: Mayor Carl J. Florea, Clint Strand, Anne Hessburg, Zeke Reister, Shane Thayer, Travis McMaster, Mike Bedard and Rob Eaton.

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

APPROVAL OF THE CONSENT AGENDA

Consent Agenda

1. Approval of Agenda
2. Approval of April 14, 2026 Study Session Minutes
3. Approval of April 14, 2026 Regular Meeting Minutes
4. 2026 Claims EFT & Checks 72024 - 72121 = \$460,283.85
5. April 2026 Payroll \$534,855.14
6. Project Acceptance – Osborn Building Asbestos Abatement Project

Councilmember Strand moved to approve the consent agenda. The motion was seconded by Councilmember Hessburg and passed unanimously.

COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

7. Proclamation: Public Works Week

Mayor Florea read Proclamation 01-2026 designating May 17–23, 2026 as National Public Works Week, honoring the contributions of public works professionals to the health, safety, and quality of life in the City of Leavenworth.

8. Presentation: Chelan Douglas Regional Port Authority

Commissioner JC Baldwin and CEO Jim Kuntz presented the Chelan-Douglas Regional Port Authority's draft economic development plan, which is expected to be adopted in the fall of 2026. The plan is organized around six core pillars: small business development and entrepreneurship, existing business retention and expansion, business recruitment, site and infrastructure development, economic indicators and economic advocacy.

Key highlights included the success of the Trades District small business incubator program at Pangborn Airport, which opened fully occupied with 12 units and has secured

federal funding for a Phase 2 expansion of 12 additional units. Mr. Kuntz noted that a similar model could be explored in Leavenworth. He also announced that Alaska Airlines will begin daily service between Pangborn Airport and Portland International Airport beginning October 3, 2026, bringing the airport to three daily flights. The Port Authority has committed a \$1.1 million revenue guarantee, partially funded by a \$750,000 federal grant, to support the new route.

Mr. Kuntz requested that the City submit its top five priority projects for inclusion in the regional economic development plan, noting that such listing can improve eligibility for state and federal grant programs. He also highlighted a Partners in Economic Development Fund with approximately \$75,000 available for municipal projects. The Council and staff engaged in brief discussion regarding the potential redevelopment of the US Forest Service parcel in Leavenworth and the availability of light industrial land on County Shop Road. Mr. Kuntz committed to re-engaging the Forest Service on the parcel question. City Administrator Selby noted that priority projects would be compiled at the May 29th Council Retreat.

RESOLUTIONS, ORDINANCES, ORDERS AND OTHER BUSINESS

9. Resolution 09-2026 – Rate & Fee Schedule

Councilmember Strand moved to accept and approve Resolution 09-2026 – Rate & Fee Schedule. The motion was seconded by Councilmember Thayer and passed unanimously.

10. Consider Sewer Exemption and Connection for Property Within the City's UGA

Councilmember Bedard moved to grant a sewer exemption to Adam Pfleeger, to allow a sewer connection to serve property contiguous with boundaries of the City in its UGA and known as "Lot A of BLA 2022-378. The overall public interest will be served by granting the exemption. All conditions of LMC 13.68.020 shall be satisfied. The required findings shall be confirmed in a Resolution approved by council. The agreement not to protest annexation and the agreement to participate in future local improvement districts or other financing mechanisms shall be approved to form by council in the Resolution. Once approved, the Agreement/Notice shall be recorded with Chelan County Auditor. The exemption and right to connect shall not be effective until recording has been completed, with the Agreement/Notice delivered to the City Clerk. The motion was seconded by Councilmember Thayer and passed unanimously.

11. Bid Award – Water Main & Connections Upgrade Project

Councilmember Eaton moved accept the construction bid and authorize the Mayor to execute a contract with Pipkin Construction for the Water Main & Connections Upgrade Project in the amount of \$1,061,756.14 including Washington State sales tax. The motion was seconded by Councilmember Hessburg and passed unanimously.

COUNCILMEMBER REPORTS

Councilmember Strand had no report.

Councilmember Hessburg attended the Civics Academy graduation and the Parks & Public Works Committee.

Councilmember Reister attended a tour of Winton Mfg. Compost Works, Community Engagement Night, the Civics Academy graduation and marched in the Maifest parade.

Councilmember Thayer attended the ribbon cutting at the new Ski Hill restrooms, Community Engagement Night, the Civics Academy graduation and marched in the Maifest parade.

Councilmember McMaster attended the Leavenworth Area Promotions (LAP) meeting, Community Engagement Night and marched in the Maifest parade.

Councilmember Bedard attended the ribbon cutting at the new Ski Hill restrooms and Community Engagement Night.

Councilmember Eaton attended the Civics Academy graduation and the Parks & Public Works Committee meeting.

MAYOR/ADMINISTRATION REPORTS

Mayor Carl Florea attended Community Engagement Night and the Civics Academy graduation. He stated that there are funds available for anyone that would like to attend the Association of Washington Cities (AWC) Annual Conference on June 24-26th.

City Administrator Selby reported the pool is on track to open on the Saturday of Memorial Day weekend. The pool staff will be attending customer service training led by Nash Consulting on the Sunday and Monday prior to the pool opening.

He reminded the Council to look over the retreat agenda and submit any feedback in advance of the May 29th retreat.

Finance Director Chantell Steiner reported the City's sweeper has sold and the vacuum trailer is currently on auction and will close on Friday, May 15th.

She noted the Upper Valley Parks & Recreation Service Area (PRSA) annual report was completed and that audits for fiscal years 2023, 2024 and 2025 are being conducted simultaneously.

The City's annual nondiscrimination report has been submitted, and the City's annual report is on track to be completed by May 28th, ahead of the May 30th deadline. The budget calendar has been published and distributed, with the official budget kickoff tied to the Council retreat.

Community Development Director Maggie Boles reported that she received three submittals in response to the Hearing Examiner RFQ. Councilmembers Hessburg and McMaster volunteered to help with the selection process.

She announced that Anne Worden would be joining the Community Development team as the new permit technician starting on June 1st.

Public Works Director Andi Zontek-Backstrum stated she and Water Resource Recovery Facility (WRRF) supervisor Kyle Breaux would be meeting with Icicle Brewing to discuss their operations and the implications for the WRRF.

Executive Session: RCW 42.30.110 (1)(ii) Potential Litigation

Councilmember Bedard moved to recess into executive session for 30 minutes under RCW 42.30.110 (1)(ii) to discuss potential litigation with no action to follow. The motion was seconded by Councilmember Hessburg and passed unanimously.

The executive session commenced at 8:01 PM and the regular meeting reconvened at 8:31 PM.

INFORMATION ITEMS & FUTURE CONSIDERATIONS

12.Reminder: City Council Retreat on May 29, 2026 in the Council Chambers from 9:00 AM – 3:00 PM

13.Reminder: Joint Planning Commission Meeting on June 3, 2026 in Council Chambers at 7:00 PM

ADJOURNMENT

Seeing no other business, Councilmember Bedard moved to adjourn the May 12, 2026 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Hessburg and passed unanimously.

The meeting was adjourned at 8:32 PM.

APPROVED
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Carl Florea

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Carl J. Florea
Mayor

ATTEST
Signed by:

Andrea Fischer

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Andrea Fischer
City Clerk