

**LEAVENWORTH CITY COUNCIL**  
**Study Session Agenda**  
**City Hall – Council Chambers & Zoom**  
**June 23, 2026 | 5:30 – 6:50 PM**

**5:30-6:00    Icicle Valley Trout Unlimited Presentation**

This time is for the Council to hear from Mike Wyant and Bob Stroup from Icicle Valley Trout Unlimited to speak about the ongoing recovery effort and long-term operation of Blackbird Island Pond as a kids’ fishing site.

There are no items included under **TAB B**.

**6:00-6:25    Housing Advisory Committee Presentation**

The City of Leavenworth Housing Advisory Committee (HAC) formally launched a Request for Ideas (RFI) process in 2025, titled "Build It Together Leavenworth: Community Housing & Workforce Innovation Challenge," to solicit creative proposals for addressing the City's workforce housing shortage. The City set aside up to \$500,000 to support one or more selected projects.

The process spanned approximately 15 months from initial planning (early 2025) through final candidate selection (spring 2026). After community outreach, a public Q&A period, and a formal scoring process, the HAC has identified the Upper Valley MEND - Matt Melton Cottage concept as the top-scoring proposal.

During this time, Justin Horvath, HAC Chair, will provide a brief overview of the selection process, and Kailyn Bettinger, UV MEND, will present an overview of the selected proposal.

Time will be provided for Q&A with the Council.

The following items are included under **TAB C**.

- Study Session Housing Advisory Committee RFI Award Presentation

**6:25-6:30    Increase Request for Leavenworth Fund**

This time is set aside for City staff and the Council to discuss increasing the amount of funding available through the Leavenworth Fund.

There are no items included under **TAB D**.

**6:30-6:50    Cost Allocation Plan Update**

The City Council is being presented with a redline draft of the cost allocation plan policy that is due for an update as it was last adopted in 2019 for budgeting in 2020. This policy is specifically designed to address staffing distributions citywide and some other clarifications, such as Legislative (City Council), legal, insurance, central services and equipment replacement definitions. This item was briefly mentioned in prior meetings and the future

goal is to have direct tracking by all employees on a daily basis in our timesheet tracking software; once we have a full year of data, we will be able to amend this policy that will eliminate the need for a lot of the detailed definitions and procedures language identified. As you will see, many changes have occurred with additional positions being added and/or modified over the past six years, so this update is a major overhaul of the previous plan. Staff have been working on the suggested changes since last year ensuring all new positions are included. Recommendations have been vetted by each department based on known data and the ability to comply with and calculate positions that are budgeted across multiple funds; all calculations of multi-funded positions can be difficult to track and ensure compliance with auditing standards. At this time the goal is to bring a final version to the July 14<sup>th</sup> Council meeting; however, that can be postponed if there are significant changes needed prior to adoption.

The following items are included under **TAB E**.

- Resolution XX-2026 – Amending Cost Allocation Plan – *Redline Draft*