

LEAVENWORTH CITY COUNCIL STUDY SESSION MINUTES

February 10, 2026

Mayor Florea called the February 10, 2026 Study Session to order at 5:33 PM.

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

Council Absent: Shane Thayer and Travis McMaster.

Staff Present: Matthew “Selby”, Chantell Steiner, Maggie Boles, Brantley Bain and Andrea Fischer.

1. Chamber Report

Councilmember Hessburg delivered the Chamber Report on behalf of Chamber of Commerce Director Troy Campbell, who was unable to attend.

She relayed an invitation for the City Council, Mayor, and staff to join the Chamber of Commerce at the ribbon cutting ceremony for their new visitor center, located at 645 Front Street on Saturday, February 14th at 1:00 PM.

2. Presentation of Draft Safety Action Plan with Psomas

City Engineer Brantley Bain introduced the team from Psomas to present the Draft Safety Action Plan.

Kyle Burtis, Project Manager from Psomas, introduced the presentation alongside Michael Lapham, who led the data analysis, and Brooklyn Holton, who led the community engagement effort.

Mr. Burtis provided context on the Safe Streets and Roads for All (SS4A) federal grant program, noting that the City had received the planning grant to produce a Transportation Safety Action Plan (TSAP). The overarching goal of the TSAP is to develop a comprehensive strategy aimed at reaching zero fatalities on City roadways.

Mr. Lapham presented the Vision Zero goal developed in collaboration with City staff: to improve safety in the transportation system working toward zero deaths and serious injuries by the year 2035. The year 2035 was selected to allow sufficient time for strategy implementation, grant funding, and construction of improvement projects. He noted this target was considered both practical and achievable given the City's crash data.

The analysis was based on five years of crash data from 2020 to 2024. In total, there were 142 reported crashes and 36 injury crashes within the City and its Urban Growth Area (UGA). A significant finding was that 28 of the 36 injury crashes occurred on US Highway 2. There were two serious injury crashes within the City limits, one fatal vehicle crash near the Wenatchee River bridge, and no reported vehicle-pedestrian crashes during the five-year period. There were two vehicle-bicycle crashes, one of which was fatal.

He then reviewed crash types, noting rear-end crashes were the most prevalent injury crash type at 33%, followed by fixed-object and lane-departure crashes at 19%, and angle crashes at 17%. He explained that crash types where the injury percentage exceeded the overall crash percentage, such as head-on crashes, fixed-object crashes, and bicycle-vehicle crashes, were considered especially dangerous. Vulnerable road users, including pedestrians and cyclists, were identified as being at significantly higher risk given their lack of physical protection compared to vehicle occupants.

Mr. Lapham explained that the analysis went beyond historical crash data by identifying forward-looking risk factors. Level 1 risk factors—present in 30% or more of injury crashes—included being on an arterial roadway and higher vehicle speeds. Level 2 factors, present in 20–30% of injury crashes, included proximity to traffic signals; notably, of the three traffic signals in the City, all three were among the highest-crash intersections. Level 3 factors, present in less than 20% of crashes, included snow and ice conditions, which were present in 19% of injury crashes.

Brooklyn Holton presented the community engagement process, which was designed intentionally to augment the crash data given the relatively small dataset. Prior to outreach, her team reviewed five to ten years of previous community input on transportation-related topics to avoid asking residents questions they had already answered.

The engagement strategy included an online survey available in both English and Spanish, attendance at community events including the farmers market and the City block party, along with downtown canvassing, interviews and participation from a task force that included representatives from the Chamber of Commerce, Washington State Dept. of Transportation (WSDOT), the school district and City staff.

Ms. Holton highlighted that the survey and in-person activities were structured to gather consistent data, including an interactive mapping component where residents could drop location pins identifying safety concerns by travel mode. The City generated over 800 unique map points, which she noted was two to three times higher than comparable efforts in other cities and counties in the region. She attributed this strong response in part to the culture of civic engagement that had been cultivated in Leavenworth.

Key community findings included that driving and walking were perceived as the safest modes of travel, while cycling was perceived as the least safe, which is consistent with the crash data. Several community members also shared anecdotally that they had been struck by vehicles while cycling but never reported the incidents, underscoring the value of community engagement in surfacing data not captured in official records. The primary factors residents identified as contributing to unsafe conditions were speeding, distracted driving, and problematic intersections. She noted that "distracted driving" encompassed not just phone use, but also tourists looking at scenery, searching for parking, or navigating to lodging.

Mr. Lapham presented the six priority corridors identified using a combination of crash data, risk factor analysis and public outreach data, listed in order of priority: US Highway 2, Chumstick Highway, Ski Hill Drive, East Leavenworth Road, Evans Street and Commercial Street. From these corridors, a set of safety countermeasures and improvement projects was developed, including intersection improvements such as traffic signals or roundabouts, construction of missing sidewalk or bike lane segments, pedestrian crossing improvements on US 2, and traffic calming measures.

Four citywide systemic projects were also identified:

- Arterial access management improvements including reducing driveway widths, tightening curb radii, and consolidating driveways
- Constructing missing sidewalk segments
- Developing a comprehensive Active Transportation Plan to provide a holistic vision for the non-motorized network
- Low-cost signage modifications to improve consistency with current best practices.

Mr. Burtis outlined next steps following council review: developing a public-facing website to share the Safety Action Plan, pursuing additional grant funding including HSIP and SS4A construction funds, evaluating potential policies and process changes internally, and periodically updating the website with new crash data and project progress to keep the community informed.

The Council asked questions and discussed the information that was presented. Councilmember Eaton then raised a specific concern about the North Road to Chumstick corridor. He expressed a desire to see the missing sidewalk connecting segment included in the plan, or at minimum referenced in the plan as a coordinated item with the County, given that the corridor falls outside City limits. Mr. Burtis and Mr. Lapham indicated they could look at including a reference to support County efforts on that segment.

3. Triplex and Residential Design Standard Discussion

Community Development Director Maggie Boles presented updated redline changes to LMC 18.36.025 and LMC 18.36.045 based on Council feedback from the January 27, 2026 Study Session.

The Council brought up the following concerns with the code language:

- The weather protection language noting that the requirement for a covered pedestrian entry did not clearly read as applying to all primary entrances regardless of orientation. As written, it appeared to only trigger the requirement when the entrance faced the street. It was suggested simplifying the provision to simply require a minimum covered pedestrian entry of four feet by three feet for all new dwelling units, without any street-facing condition. Director Boles supported this approach, noting that covered entries serve dual purposes, both safety and aesthetic, by adding dimension to what might otherwise be a flat facade.
- The utility services provision, specifically the language addressing separate water and sewer connections for each unit in the context of nonconforming lots and properties in the Urban Growth Area (UGA). Director Boles explained that the current version borrowed language from the Accessory Dwelling Unit (ADU) code, which the County had previously accepted. Director Boles indicated that the simplest solution would be to exclude UGA properties from this section entirely, noting that the City's water and sewer availability form process would catch applicable situations during the building permit review regardless.
- The 20% setback deviation provision, questioning whether it would allow structures to expand beyond their existing footprint. It was clarified that the provision was limited to conversions of existing, legally established structures, meaning the footprint would not grow. The provision allows conversion of an

existing nonconforming structure to a triplex or duplex if the structure is within 20% of meeting current setback requirements.

- Regarding articulation and modulation, during a previous conversation on this topic, it was proposed to use the covered entry requirement as one of the articulation options. Director Boles explained her reasoning for separating them: since covered entries were now proposed as a universal requirement for all new dwellings, it did not seem appropriate for them to count toward the articulation requirement that only applies to larger structures. A concern about triplexes or buildings on deep, narrow lots where the primary facade might not be street-facing, questioning whether the listed articulation options could be feasible on a side wall. Director Boles responded that other options would still be available, and that the code also included a catch-all provision allowing other forms of articulation or modulation as approved, encouraging creative design solutions.

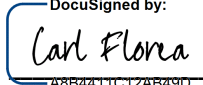
Director Boles asked whether Council felt comfortable moving the item forward to a public hearing following the changes discussed that evening. Council agreed, and she invited Councilmembers to email her with any additional thoughts in the interim.

4. Council Updates/Suggestions for Future Agenda Items

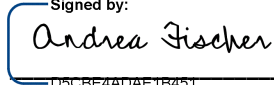
Councilmember Bedard asked if the City had a plan if federal Immigration and Customs Enforcement (ICE) attempted to set up an operation in town, such as in a City parking lot. He noted that the City of Spokane had apparently passed resolutions addressing this and asked whether Leavenworth should get ahead of the issue. He acknowledged he was uncertain what options were available to the City but framed the concern around what he described as the current approach to immigration enforcement rather than immigration policy broadly. The Mayor noted that ICE vehicles had been spotted in Leavenworth, though he had not personally witnessed any arrests in town. Council consensus supported asking City Administration to research what options exist, including reviewing model resolutions adopted by other jurisdictions. City Administrator Selby indicated he would investigate the matter, though he cautioned that he may not have anything ready for the next meeting.

Study Session adjourned at 6:42 PM.

APPROVED

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Carl Florea
Mayor

ATTEST

Signed by:

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Andrea Fischer
City Clerk