



City of Leavenworth

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MEETING LINKS VIA ZOOM CONFERENCING October 13, 2026

Study Session Begins at 5:30 PM
Legislative Meeting Begins at 7:00 PM

Join Zoom Meeting

<https://zoom.us/j/93233531598?pwd=FisDVjslD1eaedJZ8wPfKdHHBFvRG6.1>

Meeting ID: 932 3353 1598
Passcode: 821270

All Meetings allow for the same dial by your location option using the number listed below:

(253) 215-8782

The City of Leavenworth is committed to providing reasonable accommodations in accordance with the Americans with Disabilities Act. Please contact City Hall at (509) 548-5275 at least 72 hours prior to a scheduled meeting to request accommodation.

Mayor | Carl Florea **City Council** | Clint Strand, Anne Hessburg, Zeke Reister, Shane Thayer, Travis McMaster, Mike Bedard, Rob Eaton

LEAVENWORTH CITY COUNCIL AGENDA
Leavenworth City Hall – Council Chambers
October 13, 2026 | 7:00 PM

Call to Order
Pledge of Allegiance
Roll Call

Consent Agenda

1. Approval of Agenda
2. Approval of the September 8, 2026 Study Session Meeting Minutes
3. Approval of the September 8, 2026 Legislative Meeting Minutes
4. 2026 Claims EFT & Checks 72783-72850 = \$411,886.80
5. September 2026 Payroll \$572,875.30
6. Final Contract Voucher – KRCI, LLC

Comments from the Public on Items Not on the Agenda

7. **Presentation:** Chelan-Douglas Regional Port Authority

Resolutions, Ordinances, Orders, and Other Business

8. **Action:** Ordinance 1726 – Adoption of the 2026 Comprehensive Plan
9. **Action:** 2027 Leavenworth Fund Grant Awards

Council/Staff Reports

Information Items & Future Considerations

10. August & September 2026 Public Works Department Report
11. August 2026 Housing Advisory Committee Minutes
12. August 2026 Downtown Steering Committee Minutes

Adjournment

(Next Ordinance is 1727 – Next Resolution is 16-2026)

Upcoming City Meetings

***In Council Chambers unless noted otherwise**

Parks & Public Works Committee Meeting

(City Hall 2nd Floor Conference Room)

October 13th @ 4:15 PM

Design Review Board Meeting

October 14th @ 3:00 PM

Finance Committee Meeting

October 15th @ 1:00 PM

Parking Advisory Committee Meeting

October 15th @ 4:00 PM

Housing Advisory Committee

October 22nd @ 3:00 PM

Downtown Steering Committee

October 27th @ 10:00 AM

CONSENT AGENDA ITEMS

1. City Council Meeting Agenda:

The following item is included under **TAB 1**.

2. Approval of the September 8, 2026 Study Session Meeting Minutes

The following item is included under **TAB 2**.

3. Approval of the September 8, 2026 Legislative Meeting Minutes

The following item is included under **TAB 3**.

4. 2026 Claims

The following items are included under **TAB 4**.

5. September 2026 Payroll

The following item is included under **TAB 5**.

6. Final Contract Voucher – KRCI, LLC

The City Council is being asked to accept the Glacier Prking Lot (P6) Improvements project, as recommended by City staff. KRCI, LLC began work on May 20, 2024, and reached physical completion on June 20, 2025. The original contract amount was \$3,066,044.07 and the final contract amount was \$3,083,986.22.

The following item is included under **TAB 6**.

- Final Contract Voucher

PROCLAMATIONS/PRESENTATIONS/PUBLIC HEARINGS

7. Chelan-Douglas Regional Port Authority

JC Baldwin, Commissioner of the Chelan-Douglas Regional Port Authority will provide the City Council with an update on current activities, ongoing initiatives and items of interest relevant to the community.

There are no items are included under **TAB 7**.

SUPPLEMENTAL COUNCIL AGENDA

8. Ordinance 1726 – Adoption of the 2026 Comprehensive Plan

The Council is being asked to adopt the 2026 Comprehensive Plan as presented at the City Council hearing held on September 22, 2026. This version includes all appendices including the Current Capital Improvement Plan (CIP).

The following items are included under **TAB 8**.

- Ordinance 1726
- Staff Report
- Memo – PC recommendation to adopt
- Staff response to Residents Coalition of Chelan County (RC3)
- 2027-2032 CIP
- 2026 Comprehensive Plan

- **MOTION:** *The Leavenworth City Council moves to approve Ordinance 1726 – Adoption of the 2026 Comprehensive Plan.*

9. Leavenworth Fund Grant Program Awards for 2027

The City of Leavenworth Economic Development Committee met on September 28, 2026, to review and discuss applications for the City's 2027 reimbursement grants offered through **The Leavenworth Fund Grant Program**. The committee includes Councilmembers Anne Hessburg, Mike Bedard, and Shane Thayer; City Administrator Matthew Selby; and City staff member Courtney Porter.

The Leavenworth Fund includes two grant programs:

1. **General Fund Grant Program:** \$75,000 available to nonprofit organizations for projects that directly benefit Leavenworth residents and the community.
2. **Lodging Tax Fund Grant Program:** \$150,000 available to nonprofit organizations for projects and activities that promote tourism and attract visitors to Leavenworth.

The proposed 2027 funding levels were presented to the City Council during its June 23, 2026, Study Session. Council expressed general support, noting that although the funding is modest relative to the City's overall budget, it can have a significant impact on the nonprofit organizations that receive it.

The City received **53 complete applications requesting a total of \$292,299:**

- 26 General Fund applications requesting \$113,657
- 27 Lodging Tax Fund applications requesting \$178,642

Committee members independently reviewed and scored the applications before meeting to discuss eligibility, community benefit, tourism impact, and available funding. Six applications did not meet the eligibility requirements of the applicable grant program and were removed from funding consideration.

Because eligible requests exceeded the available funding, the committee also recommends that the three lowest-scoring eligible applications not receive awards. Of the 53 applications submitted, **44 are recommended for funding in 2027.**

The Economic Development Committee recommends the grant awards shown in the following tables. The tables identify each applicant, project, requested amount, and recommended award.

General Fund Applicant	Project Name	Requested Amount	Award
Cascade High School	Cascade High School Courtyard Basketball Project	\$ 5,000.00	Application not eligible for funding
Cascade Performing Arts	Performing Arts	\$ 5,000.00	Application not eligible for funding
Cascade PTSA	Cascade PTSA-6th Grade Camp Funding	\$ 3,343.00	\$ 3,263.00

Chumstick Wildfire Stewardship Coalition	Leavenworth Area Wildfire PSA	\$ 5,000.00	\$ 4,360.00
Enchantment Dance Alliance	Enchantment Dance Alliance Community Projector	\$ 5,000.00	Application not eligible for funding
Friends of Northwest Hatcheries	Salmon in the Classroom	\$ 2,500.00	Funds not available - lower scores
Friends of the Leavenworth Library	Friends of the Leavenworth Library	\$ 1,000.00	\$ 1,000.00
Icicle Bicycle Club	Icicle Bicycle Club 2027	\$ 3,900.00	\$ 3,646.00
Icicle Creek Center for the Arts	Visiting Artists In Schools	\$ 5,000.00	\$ 4,630.00
Leavenworth Community UMC	Feed The Kids	\$ 5,000.00	\$ 5,000.00
Leavenworth Golf Course	Leavenworth GC Junior Golf Program	\$ 5,000.00	Funds not available - lower scores
Leavenworth Rotary Foundation	Safety Bike Training and Maintenance for Cascade School District	\$ 1,364.00	\$ 1,222.00
Leavenworth Seniors Council	Lunch Program	\$ 5,000.00	\$ 4,760.00
Leavenworth Winter Sports Club	Banff Film Festival	\$ 5,000.00	\$ 4,330.00
Mountain Meadows Senior Living Campus	Upper Valley CNA Training Program	\$ 5,000.00	\$ 3,248.00
Mountain Sprouts Children's Community	Early Learning Expansion in Downtown Leavenworth Final Stage	\$ 5,000.00	\$ 4,590.00
Okanogan County Transportation & Nutrition	Home Delivered meals for homebound seniors	\$ 5,000.00	\$ 4,970.00
Sustainable NCW	Leavenworth Community Waste Reduction & Organics Education	\$ 5,000.00	\$ 4,860.00
Upper Valley Aquatic Boosters	Upper Valley Alliance of Boosters	\$ 5,000.00	Application not eligible for funding
Upper Valley Aquatic Boosters	UVAB Operational Support	\$ 5,000.00	\$ 4,600.00
Upper Valley Connection	Upper Valley Connection Theatre Camp	\$ 5,000.00	\$ 4,500.00
Upper Valley Historical Society / Greater Leavenworth Museum	Oral History Project - Equipment	\$ 2,050.00	\$ 2,000.00
Upper Valley MEND	Food Security for the Leavenworth Community	\$ 5,000.00	\$ 5,000.00
Village Art in the Park	TK-5th Art Instruction	\$ 5,000.00	\$ 4,800.00

Wenatchee River Institute	Trashion Show 2027	\$ 5,000.00	Funds not available - lower scores
Wenatchee Valley Dispute Resolution Center	Wenatchee Valley Dispute Resolution Center Conflict & Communication Skills Workshop	\$ 4,500.00	\$ 4,221.00
TOTAL Requested – TOTAL Awarded		\$ 113,657.00	\$ 75,000.00
General Fund AVAILABLE		\$ 75,000.00	\$ 75,000.00
OVERAGE	Requested, not funded	\$ (38,657.00)	

Lodging Tax Applicant	Project Name	Requested Amount	Award
Alicia Clair, LLC DBA: NCW Healing Arts Collective	Our Mother's Arms Wellness Retreat	\$ 10,000.00	Application not eligible for funding
Bloom Productions	2027 Leavenworth Bike Fest	\$ 10,000.00	\$ 9,900.00
Cascade Celtic Festival	Cascade Celtic Festival 2027	\$ 10,000.00	\$ 9,380.00
Cascade Performing Arts	Cascade Boosters Lodging Tax Fund Application (10\$k)	\$ 10,000.00	\$ 2,920.00
Dangerous Women	Outreach for Common Ground	\$ 4,000.00	\$ 3,456.00
Evergreen Mountain Bike Alliance Central Chapter	Leavenworth Dirt Camps	\$ 5,092.00	\$ 4,951.00
FIESTAS MEXICANAS	5 DE MAYO	\$ 5,000.00	\$ 3,960.00
Friends of Northwest Hatcheries	Nature Store at the Leavenworth National Fish Hatchery	\$ 5,000.00	Application not eligible for funding
Icicle Creek Center for the Arts	Chamber Music Series	\$ 10,000.00	\$ 8,040.00
Icicle Creek Center for the Arts	Summer Concert Series	\$ 10,000.00	\$ 8,680.00
Leavenworth Alphorn Association	2027 Northwest Alphorn Workshop	\$ 6,000.00	\$ 5,340.00
Leavenworth Rotary Foundation	Upper Valley America's Birthday Community Celebration	\$ 10,000.00	\$ 3,460.00
Leavenworth Summer Theater	Les Misérables and Oklahoma Under the Stars: Drawing Destination Audiences to Leavenworth	\$ 10,000.00	\$ 9,540.00

Leavenworth Village Voices	2027 Christmas in the Mountains" Concerts and Caroling"	\$ 5,000.00	\$ 4,460.00
Leavenworth Winter Sports Club	Tubing Hill Snowmaking	\$ 10,000.00	\$ 4,412.00
Northwest Accordion Society	Leavenworth International Accordion Celebration (LIAC)	\$ 10,000.00	\$ 8,260.00
Prestige Worldwide Plus	The Countess of Pocatello	\$ 2,000.00	\$ 1,696.00
The Royal Bavarians	Hosting Weekend by The Royal Bavarians for Autumn Leaf Festival	\$ 4,500.00	\$ 3,690.00
The Royal Bavarians	Royal Bavarian Ambassador I Love Leavenworth" Tourism Outreach Program"	\$ 750.00	\$ 647.00
Upper Valley Historical Society / Greater Leavenworth Museum	Advertising Support	\$ 1,800.00	\$ 1,750.00
Upper Valley Historical Society / Greater Leavenworth Museum	Operational Support	\$ 5,000.00	\$ 4,720.00
Washington Student Cycling League	Thrill at Skill Hill Youth MTB Race	\$ 3,000.00	\$ 2,949.00
Waste Loop dba Eastside Rebuild	Leavenworth Community Earth Day Fair	\$ 5,000.00	\$ 4,770.00
Wenatchee River Institute	Día de los Reyes 2027	\$ 5,000.00	\$ 4,500.00
Wenatchee River Institute	Leavenworth Spring Bird Fest 2027	\$ 10,000.00	\$ 9,580.00
Wenatchee Valley Symphony Association	Wenatchee Valley Symphony Orchestra: The New Four Seasons	\$ 4,000.00	\$ 3,174.00
Wenatchee Valley TREAD	Dis-Enchantments A Documentary Film	\$ 7,500.00	\$ 7,200.00
TOTAL Requested – TOTAL Awarded		\$ 178,642.00	\$ 131,435.00
General Fund AVAILABLE		\$ 150,000.00	\$ 150,000.00
OVERAGE	Requested, not funded - REMAINING	\$ (28,642.00)	\$ 18,565.00

There are no items included under **TAB 9**.

- **MOTION:** *The Leavenworth City Council moves to approve the Leavenworth Fund Grant Program funding for use in 2027 as presented and authorizes the Finance Director to allocate the funding sources in the Lodging Tax Fund and General Fund as requested.*

INFORMATION ITEMS & FUTURE CONSIDERATIONS

10. August & September 2026 Public Works Dept. Report

The following items are included under TAB 10.

11. August 2026 Housing Advisory Committee Minutes

The following items are included under TAB 11.

12. July 2026 Downtown Steering Committee Minutes

The following items are included under TAB 12.