

LEAVENWORTH CITY COUNCIL STUDY SESSION MINUTES

December 8, 2009

Mayor Robert Eaton called the December 8, 2009 Study Session to order at 9:02 a.m. and excused Councilmember Michael Molohon who is attending a work retreat.

Council Present: Mayor Robert Eaton, Peter DeVries, Tibor Lak, Lucky Moore, Elmer Larsen, Robert Francis, and Cheri Kelley Farivar.

Staff Present: Connie Krueger, Chantell Steiner, David Schettler and Michelle Brooks.

1. Council Open Discussion

Councilmember Peter DeVries announced the 2010 City Council Committees and Chair persons. Council also briefly discussed Ad Hoc Committees. Mayor Eaton said he would make those assignments in early 2010.

Councilmember Elmer Larsen asked that the Emergency Contact/Call-out list be emailed to the Council. He stated that he received a phone call over the weekend regarding a broken water line and was unable to contact any employees because he didn't have their numbers. Councilmember DeVries suggested adding an after-hours emergency contact number to the City's answering system. Mayor Eaton stated he would look into this further.

Councilmember Larsen inquired about the Icicle Creek Project and Mayor Eaton noted that he has taken a secondary role in this project to keep abreast of the goings on with it.

2. AWC Elected Officials Training

Mayor Eaton strongly encouraged all elected officials to attend the Elected Officials Training being offered by AWC in January and February, particularly those who haven't taken this training before. He announced that WCIA will provide "Council Do's and Don'ts" training at the January 12th Study Session.

3. 2010 Budget Adjustments

Finance Director Chantell Steiner reviewed with Council the final adjustments to the 2010 Budget, which include the Finance Committee's requested reduction to the City Administrator's salary to \$85,000 and a 3% rate increase per the three year contract with the City Attorney.

Councilmember Elmer Larsen expressed his concerns regarding the consulting fees for the Comprehensive Plan and Park Plan updates and stated that he wanted to remove the consulting fees from the budget. He feels the plans should be produced in-house. After lengthy discussions regarding the importance of the state mandated Comprehensive Plan and reviewing previous risk and exposure assessment discussions with a GMA attorney, council consensus was to leave the consulting fees in the budget.

Councilmember Cheri Kelley Farivar volunteered to serve on the Comprehensive Plan Steering Committee.

4. 2009 Budget Adjustments

Finance Director Steiner reviewed the final 2009 budget adjustments with Council item by item.

5. Residential Advisory Committee (RAC) Survey Results

Councilmember Elmer Larsen presented the RAC Survey Results to Council highlighting a few points of interest.

6. Discussion with Rob Johnson

Rob and Robyn Johnson presented an overview of their proposed project Posthotel Resort and Spa located near Blackbird Lodge. Mr. Johnson stated that he would like a follow-up meeting with Council to flush out ideas on how the application process can be expedited. Mayor Eaton advised the Johnson's of the other big projects that are currently underway, and stated that he will meet with City Attorney McCauley to discuss ramifications of the whole Council meeting again regarding this project.

7. Discussion for City Administrator Search

Mayor Eaton told Council that Mr. Greg Prothman, Prothman Company, Inc. has extended an offer to Council to provide the search for a new City Administrator free of charge since the City did not get a good match with the last search. Mayor Eaton stated that he would like to meet with Mr. Prothman prior to allowing the company to repeat the search to discuss concerns that he and the Council have with how the last process went. Council consensus is to clarify that the Council sets the guidelines for what they want in a City Administrator as well as what the compensation is set at, and that the Mayor should go to the top candidate's previous or current employer and visit with the community in an effort to get a sense of what the person is like. Mayor Eaton will review the workload over the next 45 days to determine whether it is necessary to hire an Interim City Administrator and will hold a Special meeting for Council to meet with Mr. Prothman if he is available.

8. Chamber/Lodging Association Agreement

Mayor Eaton removed this item from the agenda and stated that it may be placed on the January Study Session agenda.

9. Functional Classification

Community Development Director Connie Krueger explained that functional classification is the grouping of highways, roads and streets by the character of service they provide and was developed for transportation planning purposes. She further explained that achieving functional classification enables the City to apply for funding in a larger pool. Director Krueger stated that the City's Downtown Master Plan had received approval for a business loop designation as a functional classification.

10. Amendment to Waterfront Park Regulations

Director Krueger presented an overview of the proposed amendments to the City's regulations of City Parks. She identified the most prominent changes and reviewed each with Council. Councilmember Robert Francis recommended that in the future, changes to Park Regulations come before the Parks Committee prior to coming to Council.

11. Code Amendments Update

Director Krueger reviewed the list of upcoming Code Amendments that the Planning Commission has been working on and explained the process of how the amendment process works to Council.

Study Session adjourned at 11:13 a.m.

APPROVED

ATTEST

Robert C. Eaton
Mayor

Chantell Steiner
Finance Director/City Clerk