

LEAVENWORTH CITY COUNCIL

Study Session Agenda
City Hall - Council Chambers
March 8, 2011 9:00 a.m.

9:00 – 9:15 Review Lodging Tax Group Funding Requests – Joel Walinski

Provided in section 1 of the binder are four applications for Lodging Tax Group Funding. The total available funding for groups is budgeted at \$10,000 for 2011 with the application requests totaling \$13,000. As identified on each of the applicants forms, two of the requests have received funding once in the last three years and two have received funding twice in the last three years. There were no new groups this year requesting funds. Separate from this line item, there are several other items to consider for use of the Lodging Tax dollars.

A current detailed report of the Lodging Tax Fund is included after the applications. In reviewing the current status of this fund, the City anticipated an ending fund balance by year-end of just slightly under the \$100,000 reserve, however beginning cash came in \$17,423 over what was anticipated, leaving approximately a \$15,000 surplus while maintaining a \$100,000 reserve. January 2011 revenues came in below January 2010 revenues, however, February revenues are well above putting the total to date at an increase over 2010 by \$10,700. Combining these revenues equates to a surplus of approximately \$25,000, keeping in mind that revenues could revert back to 2010 levels or lower as we have 10 months remaining in the year. Several requests have been identified already for additions to the 2011 budget of Lodging Tax dollars. Those requests include:

1. Cupola Funding – approved on 1/11/2011 for \$9,500 with Projekt Bayern paying the remaining \$16K for the project.
2. DOT Signage for Leavenworth estimated at \$5 - \$9K dependant of partners.
3. Woody Statue estimated at \$17 - \$19K with additional city costs for platform construction that is estimated at \$5 - \$10K.
4. Gazebo Rehab design/engineering estimated at \$15K with a majority of construction being paid for by Projekt Bayern at approximately \$100K.

In total these requests are between \$51,500 and \$62,500. With the Cupola Funding already approved, Council will need to review the use of the remaining funds and consider holding off on various requests or consider spending below the \$100,000 reserve. If Council would like to maintain the reserve balance the remaining funds at this time are \$15,500 (\$25,000-\$9,500).

9:15 – 9:40 Council Meeting Time Discussion – Council

This time slot will allow for Council discussion of the current meeting times set by Ordinance for the Study Session.

9:40 – 10:10 Review City/Chamber Agreement for use of Lodging Taxes – Joel Walinski

The current City/Chamber agreement is set to expire on March 31, 2011. The current agreement is included behind the study session agenda. This time slot will allow for Council discussion on the review of the current agreement and possible changes to include in a new agreement.

10:10 – 11:00 Interim Controls for Sign Code Revisions – Connie Krueger

City staff will review Ordinance 1387 which creates an interim control revising the Leavenworth Sign Code to resolve legal, procedural, and/or practical issues or inconsistencies while more in-depth work is completed on crafting and adoption of a permanent control. Within sixty days of adoption, a public hearing will be held on the interim control. A draft ordinance has been included for Council review in section 7 of the packet. Based on scheduling conflicts, this ordinance is not in a final format, but this will give Council a general idea of the content of the final draft of the interim control.

11:00 – 11:20 Review Prohibiting Noise Disturbance Ordinance – Joel Walinski

Revisions to the noise ordinance were presented to the Council at the February 8, 2011 council meetings. At that time no changes were recommended by the Council. This time is provided for a final review and discussion before consideration of approval this evening. This document is included in section 6 of the packet for the evening agenda.

11:20 – 12:00 Application Processing Discussion – Connie Krueger

City staff will review the process which is utilized by the Community Development Department in review of a limited administrative review project. A flow chart and support documents are included for Council review behind the study session agenda.

12:00 – 12:30 Planning Commission Docket – Connie Krueger

We will review the current Planning Commission Work Program and will discuss in depth those items that the Planning Commission is currently working on and those that the City Council may assign to the Planning Commission docket to work on in 2011-2012. The discussion will include recommendations based on timing issues, legislative requirements, practical or legal issues, or other factors. The docket will then be revised as necessary and presented for formal adoption by the City Council at the evening meeting. A draft docket is included for Council review in section 3 of the packet.

12:30 – 1:00 Council Open Discussion

This time slot allows for Council discussion of items not on the agenda.