



City of Leavenworth
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City Council
Vacant - *Mayor*
Peter D. DeVries
Tibor Lak - *Mayor Pro-Tem*
Michael Molohon
Elmer Larsen
Robert Francis
Cheri Kelley Farivar
Larry Meyer
Joel Walinski - *City Administrator*

LEAVENWORTH CITY COUNCIL

AGENDA

Leavenworth City Hall - Council Chambers
July 12, 2011 6:00 p.m.

Call to Order

Flag Salute

Roll Call

<u>Council Committees - 2nd Tuesday</u>

Parks 4:00	Public Works 5:00
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Consent Agenda

1. Approval of the Agenda
2. Approval of June 28, 2011 Regular Meeting Minutes
3. Claims \$159,344.12
4. June 2011 Payroll \$185,746.91
5. PRSA Voucher Request \$9,900.00

Public Safety Reports – Sergeant Bruce Long

Councilmember and Committee Reports

Mayor Pro Tempore (Study Session Report) / Administration Reports

Resolutions, Ordinances, Orders and Other Business

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| Action | 1. Motion to Set Public Hearing for Critical Area Updates on July 26, 2011 @ 6:00 p.m. – Joel Walinski |
| Disc | 2. Water System Plan Review and Consumer Input – Dave Schettler |
| Action | 3. Approval of MEND Request for \$25K from Affordable Housing Surcharge Funds – Joel Walinski |
| Action | 4. Filling Mayor Vacancy |
| Action | 5. Resolution 13-2011 PWTF Grant Application for Front Street Project – Joel Walinski |
| Action | 6. Resolution 14-2011 PWTF Grant Application for E. Leavenworth Rd. Main Project – Joel Walinski |
| Action | 7. Ordinance 1394 Quarterly Budget Amendment – Chantell Steiner |

Information Items for Future Consideration

1. Meeting Reminder's – Special Council Study Session 7/19 and Special Council Meeting 7/26

Comments from the Public on Items Not on the Agenda

Adjournment

(Next Ordinance is 1395 - Next Resolution is 15-2011)

SUPPLEMENTAL COUNCIL AGENDA

1. Motion to Set Public Hearing for Critical Area Updates on July 26, 2011 @ 6:00 p.m.

The City Council and Planning Commission will hold a joint meeting on July 26th to finalize the critical area updates prior to July 31, 2011. This public hearing will be an opportunity to hear public comments prior to the legislative bodies taking final action for adoption.

MOTION: *The Leavenworth City Council moves to set a public hearing for the critical area updates on July 26, 2011 at 6:00 p.m.*

2. Water System Plan Review and Consumer Input

The Department of Health requires [as per WAC 246-290-100(8)a] that prior to DOH approval of a water system plan or a water system plan update, the purveyor shall hold an informational meeting for the water system consumers and notify consumers in a way that is appropriate to the size of the water system. The City of Leavenworth is making available for public review and input on the updated Water System Plan. The report for the Water System Plan has been made available for review at the front desk at City Hall and is also posted on the City's website for anyone who is interested in reviewing these documents. Public input on the Water System Plan can be communicated to the City on July 12, 2011 at 6:30 pm at the public meeting held during City Council's regular meeting at that time.

3. Approval of MEND Request for \$25K from Affordable Housing Surcharge Funds

The City Council is being asked to consider approval of a \$25,000 request for funding from Upper Valley MEND. The request is for the use of Affordable Housing Surcharge Funds to be provided to the Upper Valley MEND organization to be used on the Titus-Chumstick Affordable Housing Project. Funds from the Affordable Housing Surcharge Fund are collected as an added \$10.00 per recording and Leavenworth receives 6% of this charge for every filing fee transaction for Chelan County. The City receives on average \$6,888 with the last two year average being \$5,260. The current fund balance is \$38,896 and the City estimates an additional \$2,500 this year and \$5,500 for 2012 for a grand total of about \$47,000. The restrictions on the expenditure of funds are outlined in HR 2060 and RCW 36.130.020 which does provide the City the authorization to provide funds to the Upper Valley MEND Project. The RCW also allows the City to place stipulations on the use of funds or conditions for the use of funds.

MOTION: *The Leavenworth City Council hereby authorizes the expenditure of \$25,000 of Affordable Housing Surcharge Funds to be provided to Upper Valley MEND with the following conditions:*

1. *Funds will be used only on design and engineering costs associated with the affordable housing portion of this project.*
2. _____
3. _____

4. Filling Mayor Vacancy

Mayor Eaton announced his official resignation from the Office of Mayor effective June 30, 2011. As of July 1, 2011 the Mayor Pro-Tempore assumed the duties of the Mayor on an interim basis until such time that the City Council appoints and approves an individual to fill the position of the Mayor.

Option 1: The Council may elect to fill the office with a sitting council member. The appointed council member would resign from their position and be sworn into the office of the Mayor.

Option 2: The Council could opt to accept applications for the office of Mayor from interested individuals, advertise and then interview the individuals and approve a selected candidate to the office.

In either case, it would be on an interim basis. The candidate winning this November's Mayoral election would be sworn into office after the results of the election have been certified. At this time the Council is being asked to provide direction on how they would want to proceed. As stated in RCW 42.12.070 the Council has 90 days to fill the vacancy, if not the County Commissioners can provide direction on filling the vacant office.

5. Resolution 13-2011 PWTF Competitive Low Interest Loan Application for Front Street Project

The Council is being asked to approve Resolution 13-2011 PWTF Loan Application for a Public Works Trust Fund competitive low interest loan for award in Fiscal Year 2013 for the Front Street Reconstruction Project from Division to SR2 Intersection. The resolution is necessary at this time for the timely submission of this application. The program announced the application period open the last week in June and the scheduled closing date for applications is July 21, 2011. The City will need to provide a 10% match which could be provided through the Utility Fund for this project.

The Front Street Project request is only for the replacement of utility infrastructure which would include sewer, water and stormwater. The overall cost of this project at this time is \$1.5 M. \$800,000 in construction cost was awarded by the Transportation Investment Board (TIB) last fall. The utility cost estimates for the utility portion of this project are currently being developed. This project should score high in the application grading process by the PWTF Board having already been awarded both PWTF funds for engineering and TIB funds for construction. The City is working with Hammond Collier representative, Mr. Pete Weber in completing the funding application.

MOTION: *The Leavenworth City Council approves Resolution 13-2011 for the PWTF Competitive Low Interest Loan Application for the Front Street Project.*

6. Resolution 14-2011 PWTF Grant Application for E. Leavenworth Rd. Main Project

The Council is being asked to approve Resolution 14-2011 PWTF Loan Application for a Public Works Trust Fund competitive low interest loan for award in Fiscal Year 2013 for the Replacement of the East Leavenworth Water Transmission Main. The resolution is necessary at this time for the timely submission of this application. The program announced the application period open the last week in June and the scheduled closing date is July 21, 2011. The City will need to provide a 10% match which could be provided through the Utility Fund for this project.

The East Leavenworth Transmission line project is the replacement of the existing water transmission line from SR2/East Leavenworth Road intersection to approximately the City Boat Launch Area on East Leavenworth Road. The estimated project costs at this time are \$600,000. This project should score high because of the health and safety aspects of a failing water

transmission line. City staff is working with Varela and Associates in completing the funding application.

MOTION: *The Leavenworth City Council approves Resolution 14-2011 for the P WTF Competitive Low Interest Loan Application for the East Leavenworth Water Transmission Main.*

7. Ordinance 1394 Quarterly Budget Amendment

Included in this quarterly budget amendment is an adjustment to reflect the total anticipated revenues from the Leavenworth Transportation Benefit District for residential street projects that will be implemented later this summer.

MOTION: *The Leavenworth City Council approves Ordinance 1394 Quarterly Budget Amendment.*