

CITY COUNCIL AGENDA

October 2, 2023



Ellensburg City Council meetings are broadcast on Charter/Spectrum Channel 191 and available to livestream on Ellensburg Community Television at ectv2.com or on YouTube at ECTV Ellensburg. Members of the public may attend City Council meetings either in person in the City Council Chambers, 501 N Anderson Street, Ellensburg, WA 98926 or by registering to attend remotely via video conference.

The Study Session will take place in the City Council Chambers, 501 N Anderson Street, Ellensburg, WA 98926. No public comment will be accepted. The meeting is available to livestream on YouTube at ECTV Ellensburg.

To attend the city council meeting virtually register here:

https://us02web.zoom.us/webinar/register/WN_jzaQICNVTtWhExt7qzsEQ

Closed Captioning is available to Zoom viewers. To enable closed captioning, you will need to click on the "CC" button at the bottom of your Zoom screen and then select either "Show Subtitle" or "View Full Transcript."

AMERICANS WITH DISABILITIES ACT

The City of Ellensburg strives to make our services, programs, and activities readily accessible and usable by individuals with disabilities. Reasonable accommodations will be made upon request. Please furnish the ADA Coordinator with your request in sufficient time for the City to provide a reasonable accommodation by calling the City of Ellensburg ADA Coordinator at (509) 962-7222 or email ADAcordinator@ellensburgwa.gov.

COUNCIL MEETING

GUIDELINES FOR PUBLIC PARTICIPATION

All City Council meetings are broadcast on Charter/Spectrum Channel 191 and available to livestream on Ellensburg Community Television at www.ectv2.com or on YouTube at [ECTV Ellensburg](https://www.youtube.com/channel/UCtVtVtVtVtVtVtVtVtVtVtVt). You may also attend by phone, only, and listen to the meeting by following the registration instructions under “Procedure for Remote Participation During Meeting” below. Once you register, you will be sent a meeting invitation with a phone number for the meeting.

City Council accepts testimony or comments in person or via remote testimony under Citizen Comment on Non-Agenda Items (Item No. 7) as well as for all other topics under the Regular Agenda. Testimony or comments will be accepted in the following manner:

SUBMISSION OF WRITTEN COMMENTS

- **Written comments submitted in advance of meeting**
Submit written comments by mail to Beth Leader, City Clerk, Ellensburg City Hall, 501 N. Anderson St., Ellensburg, WA 98926, or via email to: cityclerk@ellensburgwa.gov. Comments received by 5 p.m. on the meeting date will be compiled, sent to the City Council and entered into the record.
- **Comments for public hearings**
Written comments must be received by the City Clerk by 5 p.m. on the meeting date. Comments can either be mailed to Beth Leader, City Clerk, Ellensburg City Hall, 501 N. Anderson St., Ellensburg, WA 98926, or sent via email to: cityclerk@ellensburgwa.gov. Comments received by 5 p.m. on the meeting date will be compiled, sent to the City Council and entered into the record.

PROCEDURE FOR REMOTE PARTICIPATION DURING MEETING

1. **Advance registration is required to provide public comment or hearing testimony via remote meeting attendance.** Anyone wishing to speak on items under the Agenda must register prior to 7 p.m. the day of the meeting. Once registered, you will receive an email with the meeting link and phone number (for those who wish to call into the meeting).
2. **Join the meeting early,** as you may need to download the app in advance to participate. Once you’ve joined the meeting, your camera and microphone will be muted until you are recognized by the Mayor to speak.
3. Please note that there may be several items on the City Council Agenda that will precede the agenda item you wish to address.
4. **The Mayor will identify the agenda item** and ask if anyone wishes to speak on the matter.
5. Any interested person may provide comments: 1) under Item 7 on non-agenda items, or 2) on any listed agenda items. If you wish to speak, you must:
 - a) **Raise your “virtual hand”** in the corner of Zoom application on the computer screen or press *9 on your phone. Raising your hand signals the moderator that you wish to speak.
 - b) **Wait to be called upon by the Mayor** using your name, e-mail, or phone number used to log in to the teleconference.
6. **Please state your name, address, and whether you are representing only yourself or others.**

PROCEDURE FOR IN-PERSON PARTICIPATION (COUNCIL CHAMBERS)

- ◆ When recognized, approach the microphone provided on the right side of the room.
- ◆ Please state your name, address, and whether you are representing only yourself or others.
- ◆ Each speaker's comments are to be limited to 3 MINUTES.
- ◆ Submit any written comments to the City Clerk.
- ◆ Speakers are cautioned not to make comments of a personal, impertinent or derogatory nature.
- ◆ Speakers may not identify themselves as candidates for elective public office or make any statements which assist or discuss the campaign of a candidate for elective office or discuss or campaign for or against a ballot proposition (unless the ballot proposition is being considered as part of the City Council agenda item).

PUBLIC COMMENT RULES FOR ALL MEETING PARTICIPANTS

1. Each speaker's comments are to be limited to 3 MINUTES.
2. Speakers are cautioned not to engage in conduct that disrupts, disturbs or otherwise impedes the orderly conduct of the Council meeting.
3. Speakers may not identify themselves as candidates for elective public office or make any statements which assist or discuss the campaign of a candidate for elective office or discuss or campaign for or against a ballot proposition (unless the ballot proposition is being considered as part of the City Council agenda item).

Please note: City Council Rules provide that no action will be taken by the Council at the meeting at which a subject is first introduced during the citizen comment period (Item 7 on the Agenda). Council may consider an item at a future meeting, thus you may wish to concisely state your concern and request placement of your matter on a future agenda. Staff will follow up with speakers as necessary.

CONSENT AGENDA

Members of the audience may request items be removed from the consent agenda by asking for recognition and making the request during Agenda Approval. Items will not be removed from the consent agenda unless your request is confirmed by a councilmember.

AGENDA ITEMS

If you wish to have an item placed on a Council agenda, a written request should be delivered to the City Manager's Office prior to noon on the Monday preceding the Council meeting. Assistance will be provided in preparing a request if you wish to contact the City Clerk at (509) 925-8614.

PUBLIC HEARINGS

City Council accepts testimony or comments in person or via remote testimony on a particular subject schedule for Public Hearing. Council will consider all testimony, respond to any questions, and take action after the public hearing is closed. Testimony or comments will be accepted in the following manner:

1. When recognized,
 - If attending in the Council Chambers, approach the microphone provided on the right side of the room.
 - If attending remotely, raise your "virtual hand" in the corner of Zoom application on the computer screen or press *9 on your phone.
2. Please state your name, address, and whether you are representing only yourself or others.
3. Please limit your comments to 5 MINUTES.
4. Submit written comments to the City Clerk.

**CITY OF ELLENSBURG
CITY COUNCIL AGENDA
Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Monday, October 2, 2023
6:00 PM – Study Session
7:00 PM - Regular Meeting**

Study Session (No Public Comment)

- A Regulation of Banners and Flags in City Right-of-Way 6

Pledge of Allegiance

1. Call to Order and Roll Call

2. Proclamations (Public Comment Opportunity)

- 2.A Public Natural Gas and Power Week 13

- 2.B Hispanic Latinx Heritage Month Proclamation 14

3. Awards and Recognitions

4. Approval of Agenda (No Public Comment)

5. Consent Agenda (No Public Comment)

Items listed below have been distributed to Councilmembers in advance for study and will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Agenda at the request of a Councilmember or at the request of a member of the public with concurrence of a Councilmember. Requests to remove items should be made under Item 4 Approval of Agenda.

- 5.A Approve Minutes of September 18, 2023 Regular Meeting 15

- 5.B Approve Minutes of September 18, 2023 Study Session 20

- 5.C Acknowledge Minutes of Boards and Commissions 21

- 5.D Accept the resignation of Sawyer Stearns from the Public Transit Advisory Committee and Accept the Resignation of Andrea Sledge from the Library Board and Environmental Commission. 31

- 5.E Agreement for Professional Services for the Engineering and Design of the Mountain View and Bull/Willow Signalization Design 33

5.F	Project Acceptance - Bid Call 2022-11, Middle Reach Reecer Creek Flood Hazard Reduction and Floodplain Restoration Project	49
5.G	Approve Voucher Listing for October 2, 2023	52
6.	Petitions, Protests, and Communications	
6.A	Board and Commission Appointments (Public Comment Opportunity)	53
6.B	Public Transit Advisory Committee (PTAC) Appointment of Central Washington University (CWU) member. (Public Comment Opportunity)	58
7.	Citizen Comment on Non-agenda Issues	
8.	Business Requiring Public Hearings	
8.A	Public Hearing (Legislative) - 2024 Proposed Revenue Sources Including Property Tax (Public Comment Opportunity)	61
8.B	Public Hearing (Legislative) to Consider 2023 Annual Comprehensive Plan Amendments and Conduct First Reading of Ordinance 4926 (Public Comment Opportunity)	71
9.	Introduction and Adoption of Ordinances and Resolutions	
9.A	Second Reading of Ordinance 4925- Dissolution of the Senior Citizen Advisory Commission (Public Comment Opportunity)	179
9.B	First Reading of Ordinance 4927 for Creation of LEOFF 1 Disability Board (Public Comment Opportunity)	184
10.	Unfinished Business	
11.	New Business	
11.A	Request to Update Council Rules and Procedures to Remove Requirement to Provide an Address for Public Comment (Public Comment Opportunity)	189
12.	Miscellaneous	
12.A	Manager's Report (No Public Comment)	191
12.B	Councilmembers' Reports (No Public Comment)	
13.	Executive Session	
14.	Adjournment	

REGULATION OF BANNERS AND FLAGS IN CITY RIGHT-OF-WAY

TERRY WEINER
ELLENSBURG CITY ATTORNEY

Presentation for
Ellensburg City Council Study Session
October 2, 2023



1

Quick Review – Purpose of Regulation (from 1/3/2023 City Council Study Session)

- Purpose is to regulate banners and flags hung in the City right-of-way as government speech
- Government speech requires the City review and approve banners and flags using the City right-of-way – either on light poles or from designated banner locations on 4th and Pearl and University Way
- Regulations which allow the City to control what is allowed without creating a “public forum”



2

2

“Banner, Flags and Decorations” Ordinance

Purpose statement:

1. Preserve aesthetic character of City
2. Promote the public health, safety and welfare of residents by
 - A. Controlling the permitting of:
 - Banners (street and vertical)
 - Flags (official and street)
 - Decorations
 - B. Over or on specific locations in the public right-of-way:
 - Streets
 - Streetlights and other poles
 - Sidewalks
3. Avoid visual clutter
4. Doesn't apply to City installations



3

3

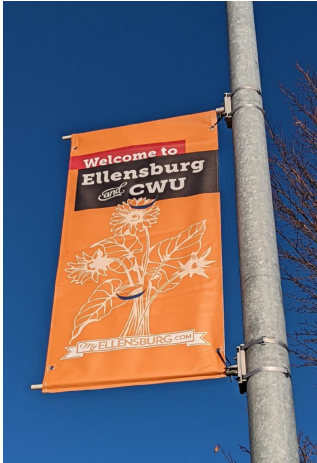
Street Banner



4

4

Street Flags



5

5

Decorations



6

6

Official Flags



7

7

LOCATIONS (maps to be developed)

- **Street banners**
 - East University Way (CWU)
 - West 4th Avenue between Main and Pearl
- **Vertical banners, street flags and decorations**
 - Streetlight poles with brackets located in CC, CCII, CH and PR zones
 - Flag post holes installed by the City in sidewalks
- **Official Flags**
 - Reserve for official flags only (American, WA State, POW)



8

8

EVENT TYPES - APPLICANTS

Non-profit organization based in Ellensburg that is primary organizer of a community event or city-sponsored event

- “Community event” means a recreational, entertainment, educational, charitable or similar event intended and held for the benefit of the entire community, and which is open to attendance by the entire community.
- “City-sponsored event means applicant is:
 - The City of Ellensburg; or
 - Has an intergovernmental relationship with the City (e.g., the Chamber, EDA, County, etc.); or
 - Is funded in whole or part by the City (using LTAC, etc.)



9

9

PROHIBITED EVENTS

Events which promote:

- Commercial product sales;
- Advocate for or against a political party, candidate for office or ballot proposition; or
- Religious events or services that promote or promulgate any particular religious belief, creed, tenet or denomination (Exception: denominational or fundraising event sponsored by religious and other nonprofit organizations for community events)



10

10

NEXT STEPS

- **Revise ordinance based on feedback tonight**
- **Develop maps for vertical banners, street flags, etc.**
- **Establish cost recovery model for labor, brackets, etc.**
- **Review with stakeholder group and labor unions**
- **Bring ordinance back for Council consideration**



11

11

STAKEHOLDERS GROUP

- **Rodeo Board**
- **Service Groups (Rotary and Kiwanis)**
- **Boy Scouts**
- **Chamber of Commerce**
- **CWU**
- **EDA**
- **DEI Commission**
- **Others?**



12

12

DISCUSSION

- **Definitions**
- **Allowance for events**
- **Administrative review**
- **Location preferences (street banners, street flags, etc.)**
- **Cost recovery**
- **Consider City-owned brackets**



13



City of Ellensburg

PROCLAMATION

Public Natural Gas and Power Week

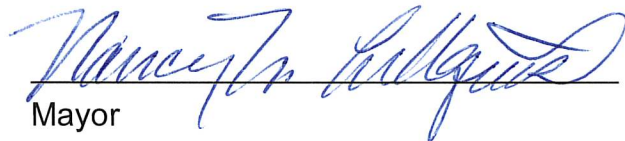
WHEREAS, the City's natural gas and electric utilities provide our homes and businesses with safe, reliable, efficient, and cost competitive services, and as customers and owners of our utilities we have a direct say in utility policies, rates, and services; and

WHEREAS, the City's natural gas and electric utilities are a valuable city asset that contribute toward making our community a better place in which to live and work through energy efficiency incentives, customer service, environmental stewardship, and economic development; and

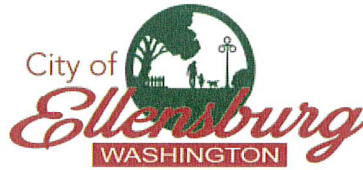
WHEREAS, the City's natural gas and electric utilities are managed in a transparent, dependable, trustworthy, and businesslike manner;

NOW THEREFORE, BE IT FURTHERMORE RESOLVED that the City Council of Ellensburg does hereby proclaim October 1-7, 2023, as "Public Natural Gas and Power Week" and expresses its appreciation for the volunteers serving on the Utility Advisory Committee and all City employees that contribute to the continuing success of the natural gas and electric utilities.

Signed this 2nd day of October, 2023.


Mayor


Attest:
City Clerk



City of Ellensburg

PROCLAMATION

Mes de la Herencia Hispana de 2023

Personas latinas: impulsoras de la prosperidad, el poder y el progreso en Estados Unidos

Por cuanto el Concejo de la Ciudad de Ellensburg se compromete a crear una comunidad de pertenencia que mejore la calidad de vida de todas las personas a las que servimos.

Por cuanto en el Mes de la Herencia Hispana se celebran las historias de origen hispano y latino, las culturas y las contribuciones de las personas cuyos antepasados eran indígenas de América del Norte y de España, México, el Caribe, América Central y América del Sur.

Por cuanto lo que comenzó en 1968 como la Semana de la Herencia Hispana durante el gobierno del presidente Lyndon Johnson y que el presidente Ronald Reagan amplió para que abarque un período de 30 días a partir del 15 de septiembre de cada año, Estados Unidos celebra todos los años el Mes de la Herencia Hispana.

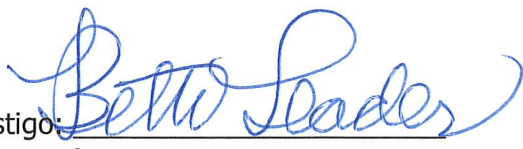
Por cuanto la finalidad del Mes de la Herencia Hispana es crear conciencia sobre las contribuciones de las personas de origen latino e hispano a la sociedad estadounidense y rendir reconocimiento a los líderes de derechos civiles, organizadores de la comunidad, políticos, maestros, periodistas, socorristas, artistas, profesionales sanitarios, deportistas, inventores y profesionales del entretenimiento de origen latino e hispano.

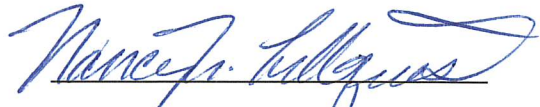
Por cuanto nuestra comunidad hispana y latina representa más del 10 % de la población de Ellensburg y aporta un patrimonio cultural diverso que enriquece el crecimiento político, económico y social de nuestra comunidad.

Por cuanto el Concejo de la Ciudad invita a todos los miembros de nuestra comunidad a reconocer y celebrar los logros y las contribuciones de estas personas estadounidenses de origen hispano y latino, y a celebrar esta rica cultura con eventos, oportunidades educativas, clases sobre el idioma y comidas tradicionales de origen hispano y latino.

Por lo tanto, por medio de la presente, el Concejo de la Ciudad de Ellensburg proclama que el período del 15 de septiembre al 15 de octubre de 2023 será el Mes de la Herencia Hispana.

Firmado el 18 de septiembre de 2023.

Testigo 
Secretaría Municipal


Nancy Lillquist, Alcaldesa



CITY OF ELLENSBURG

Minutes of City Council, Regular Meeting

Date of Meeting

September 18, 2023

Time of Meeting

7:00 PM

Place of Meeting

**Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom**

Pledge of Allegiance

The Pledge of Allegiance was led by Councilmember Winn.

1. Call to Order and Roll Call

Roll Call Present: Sarah Beauchamp (present remotely), Rich Elliott, Nancy Goodloe, Nancy Lillquist, David Miller, Monica Miller, Adam Winn

Others present in person: City Manager Behrends Cerniwey, City Attorney Weiner, City Clerk Leader, Community Development Director Carlson, Planning Manager Johnston, Senior Planner Henderson, Public Works & Utilities Director Lyyski, Assistant Utilities Director Larsen, Gas Engineer Yusi, Parks & Recreation Director Case, HR Director Young, and approximately 15 members of the public

Others present remotely via Zoom: two members of the public

2. Proclamations

- 2.A Celebrating National Voter Registration Day - September 19, 2023
Nancy Wieking, member of the League of Women Voters Kittitas County, read the proclamation. Ms. Wieking read a statement by the League President.
- 2.B Hispanic/Latinx Heritage Month 2023
Monica Castelan - APOYO representative, read the proclamation in English.

3. Awards and Recognitions

- 3.A Checkerboard Partnership Update
Mitch Long with Kittitas Conservation Trust and Nicky Pasi with Mountains to Sound Greenway Trust, reviewed a presentation and information concerning the Cle Elum Ridge Forest Legacy Project. They also requested a letter of support from the City for a grant application submittal.
- 3.B Natural Gas Division Awards Presentation
Darin Yusi, Gas Engineer, presented information concerning awards the City Gas Division received. Ryan Lyyski, Public Works & Utilities Director, and Darren Larsen, Assistant Utilities Director, were also present.

4. Approval of Agenda

Councilmember Elliott moved to Approve the Agenda as presented. **Motion Approved 7-0**

5. Consent Agenda

- 5.A Approve Minutes of September 5, 2023 Regular Meeting
- 5.B Acknowledge Minutes of Boards and Commissions
- 5.C Supplement No. 1 to the Consultant Agreement with Power Engineers, Inc. for GIS Support Services
- 5.D Contract Renewal - Small Government Enterprise Agreement between the City of Ellensburg and ESRI for GIS Enterprise Software
- 5.E Authorization to Execute a Mutual Aid Agreement for the Natural Gas Division
- 5.F Project Acceptance - Bid Call 2022-01, Alder St – University Way to Dean Nicholson Boulevard and 14th Ave Trail and Signalization Project
- 5.G Project Acceptance - Bid Call 2021-05, 5th Avenue and Railroad Avenue Signalization Project
- 5.H 2023 Distribution Transformer Purchase
- 5.I Approve September 18, 2023 Voucher Listing

Councilmember Elliott moved to Approve the Consent Agenda as presented. **Motion Approved 7-0**

6. Petitions, Protests, and Communications

- 6.A Board and Commission Appointments (Public Comment Opportunity)
Councilmember Goodloe moved to approve the appointment of Judy Pless to the Civil Service Commission. **Motion Approved 7-0**

7. Citizen Comment on Non-agenda Issues

- Angela Lang, 701 E 6th Ave, spoke regarding Reed Park and Craigs Hill
- Susan Wheatly, Kittitas County resident and past animal shelter volunteer, spoke regarding concerns she has with animal shelter facility maintenance
- Pat Kelleher, 6530 Wilson creek Rd, spoke regarding a sidewalk through Reed park for pedestrians
- Fennelle Miller, 605 N Anderson St, spoke regarding access to Council Agendas on the City's website

8. Business Requiring Public Hearings

- 8.A Closed Record Hearing for Rezone Application P21-132, from Residential Suburban (R-S) and Residential Medium (R-M) to Residential High (R-H) Zoning, Submitted by Matt Stalder Representing Property Owners, and First

Reading of Ordinance 4924 (Limited Public Comment)

The Mayor opened the public hearing. The Mayor asked the standard questions regarding appearance of fairness and conflict of interest. There were no appearance of fairness, ex parte contacts or conflicts of interest disclosed by the Mayor or Councilmembers. Jeremy Johnston, Planning Manager, presented information in the staff report.

With no questions or comments from the applicant or Council, the Mayor closed the public hearing.

Councilmember Goodloe moved to approve rezone application request P21-132 to rezone parcels 652733 and 712733 to a Residential High (R-H) zoning designation and adopt the Hearing Examiner's Recommended Findings of Fact, Conclusions of Law, Decision and Conditions of Approval issued on August 17, 2023. **Motion Approved 7-0**

Councilmember Elliott moved to conduct first reading of Ordinance 4924. **Motion Approved 7-0**

9. Introduction and Adoption of Ordinances and Resolutions

- 9.A Resolution 2023-24 Updating the Personnel Policies Manual for the City of Ellensburg (Public Comment Opportunity)
Lisa Young, HR Director, presented information in the staff report.

Councilmember Elliott moved to adopt Resolution 2023-24, amending the Personnel Policies Manual for the City of Ellensburg. **Motion Approved 7-0**

- 9.B Dissolution of the Senior Citizen Advisory Commission and First Reading of Ordinance 4925 (Public Comment Opportunity)
Brad Case, Parks & Recreation Director, presented information in the staff report.

Councilmember Elliott moved conduct first reading of Ordinance 4925, dissolving the Senior Citizen Advisory Commission. **Motion Approved 7-0**

10. Unfinished Business

11. New Business

- 11.A Termination of the Affordable Housing Agreement with Stalder Interests for the 1st & Pine Properties (Parcels 617033 and 937033) (Public Comment Opportunity)
Heidi Behrends Cerniwey, City Manager, reviewed information concerning the issue and stated she would be terminating the Agreement for the reasons outlined in her Agenda Report. Council consensus was to schedule a study session with the Affordable Housing Commission to discuss the City's affordable housing needs.
- 11.B Historic Preservation Grant Extension Request (Public Comment Opportunity)

Stacey Henderson, Senior Planner, presented information in the staff report.

Councilmember Elliott moved to approve Nicole Hilderman's one year grant extension request for her 2023 Historic Preservation Grant funding amount of \$4,000, to be utilized in 2024, and approve the necessary budget adjustments.

Motion Approved 7-0

12. Miscellaneous

12.A Manager's Report (No Public Comment)

The City Manager reviewed the report. She also gave a status report of current field house facility funding, new Sunday hours for the memorial pool and stated the discussion for International Building Code review will be rescheduled for a future study session in early 2024.

12.B Councilmembers' Reports (No Public Comment)

- Councilmember Beauchamp reported on the Affordable Housing commission, and attended the Library Board and Sr. Citizens Advisory Commission meetings
- Councilmember Elliott attended EBDA/CenterFuse meeting, and will need to step down from the KITTCOM Board because of his increased involvement in KITTCOM operations
- Councilmember Goodloe attended the DEI Commission meeting
- Councilmember David Miller attended the council-funded grants sub-committee and Arts Commission meetings and People First Convention
- Councilmember Monica Miller attended a work group for the Creative Economy Recovery Task Force, the Unity Park art selection task force meeting and the Landmarks & Design Commission meeting
- Councilmember Winn attended the council-funded grants sub-committee and County Lodging Tax meetings
- Mayor Lillquist attended the People First Convention, County Homelessness & Affordable Housing Committee meeting, will attend Bite of the Burg on Tuesday and announced Coffee with Council will be on Friday.

Councilmember David Miller moved to approve an excused absence for Councilmember Elliott for the October 16, 2023 regular meeting. **Motion Approved 7-0.**

The Mayor read highlights of a recent public notice concerning fire lane requirements at the American Legion and the Reed Park Master Plan update.

13. Executive Session

14. Adjournment

Meeting adjourned at 9:04 pm

Mayor

ATTEST:

City Clerk



CITY OF ELLENSBURG

Minutes of City Council, Study Session

Date of Meeting

September 18, 2023

Time of Meeting

6:00 PM

Place of Meeting

**Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom**

Study Session (No Public Comment)

Present: Sarah Beauchamp (remotely via Zoom), Rich Elliott, Nancy Goodloe, Nancy Lillquist, David Miller, Adam Winn

Councilmember Monica Miller arrived at 6:20 pm

Others present in person: City Manager Behrends Cerniwey, City Attorney Weiner, City Clerk Leader, Senior Planner Henderson, Public Works & Utilities Director Lyyski and no members of the public

Others present remotely via Zoom: one member of the public

- A Demolition Ordinance Proposed Changes
Stacey Henderson, Senior Planner, reviewed information in the staff report.
Council asked questions of staff.
- B Regulation of Banners and Flags in City Right-of-Way
This item will be discussed at a future study session.

Adjournment

Meeting adjourned at 6:50 pm

Mayor

ATTEST:

City Clerk

CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Diversity, Equity & Inclusion

Commission Meeting

August 8, 2023

3:00 PM

Zoom only

1. Call to Order and Roll Call

The Chair called the meeting to order at 3:05 p.m.

Roll Call Present: Nancy Goodloe, Mayra Colazo, Olene Togiallua, Alex Mandujano and Tylen Carnell

Also present: Nicole Klauss, Public Information Officer (Recording Secretary); Carolyn Thurston, Director of the DRC; Lucinda Carnell, CWU liaison; and 1 member of the public

Commissioner Carnell moved to approve an excused absence for Commissioner Cleary and Commissioner Hoefer. Commissioner Mandujano seconded the motion. **Motion approved 4-0.**

2. Approval of the Agenda

Commissioner Carnell moved to approve the agenda. Commissioner Colazo seconded the motion. **Motion approved 4-0.**

3. Approval of Minutes from July 11, 2023 Meeting

Commissioner Carnell moved to approve the July 11, 2023 meeting minutes. Commissioner Togiallua seconded the motion. **Motion approved 4-0.**

4. Previous Meeting Motions And To-Do List Review

- Nicole needs to set up time for two commissioners to go to another commission meeting. **Klauss to set one up for September.**
- DEI Commission will continue conversation about what is a safe community on agendas. **This will be added to retreat agenda.**

5. Liaison Reports

Lucinda Carnell: CWU Public Affairs is going to do a series of workshops over next year to train the community and public at being better at advertising and promotion, such as photography, writing, etc. They want to make sure the workshops are open to the community. If we have events we want to promote at CWU, email Dania Cochran. That goes to executive leadership team, they can put it out on Central Today, and it goes to student senate.

Lucinda will follow up with Chief of Staff to ask about Belonging In The Burg room space/event for fall.

6. Subcommittee Reports

Commissioner Colazo attended the Unity Park meeting and suggested a representative from the Native American community if talking about the Land Acknowledgement. They are still working on design, art, water theme, and associated costs.

The Listening Tour subcommittee needs to elect a chair for the subcommittee. Commissioner Mandujano will set up meeting.

7. Commission Member Reports

Chair Goodloe and Carnell met with LTAC last week.

Chair Goodloe met with new ESD superintendent who is on board with MOU and is looking for someone interested in liaison position. Hope to have a name in the next few months.

Sophie Wagner might be the EDA liaison. Waiting on official confirmation.

8. New Business

A. The Commission reviewed the grant subcommittee's recommendation for funding. Commissioner Carnell made the motion to approve the subcommittee's grant recommendations and forwarded them to the Ellensburg City Council for approval at the August 21 meeting. Commissioner Mandujano seconded the motion.

There was discussion about the process. The commission had more than \$13,000 in requests but only \$4,000 for funding. One application was ineligible as the event had passed. It might be good to put a limit on how much one organization can apply for in future.

Motion approved 4-0.

8.B Review partnership opportunity with Dispute Resolution Center
Carolyn Thurston from Dispute Resolution Center of Yakima & Kittitas Counties shared information about creating a Central Washington Equity Coalition.

The idea is that the DRC could serve the coalition by providing member recruitment, an organizational hub, facilitation of meetings, mentoring recruitment, development and modeling, and training in empathic listening, cross-cultural dialogue, and conflict resolution skills in English and Spanish.

Thurston asked the commission if it is a good idea. Mandujano said the idea of joining other groups is appealing.

CWU Liaison Lucinda Carnell said the initiative is great because CWU gets a lot of students from Yakima and locally there are a lot of new people in the community wanting to be engaged and do this kind of work.

Thurston said the Commission should have a conversation with each other and talk about where they'd like to see it go. She is willing to be involved in conversations in the future. Next steps starts with DEI Commission having a conversation without Thurston present to talk about what they like, don't like, and if they have bandwidth.

Carnell would be interested in hearing from people who were part of the North Central Washington Equity Coalition about what they've done, what worked, or didn't work.

There was positive feedback about the idea, but it will be added to the September agenda for additional discussion.

8.C Discuss Hispanic Heritage Month Proclamation

The commission continued conversation about terminology related to Hispanic Heritage Month.

Commissioner Mandujano said one of the biggest issues with terminology used nowadays is that it's been in place for so many years that people are just accepting it. Latino is not the same thing as Hispanic. If referring to language, they should be referred to as a Spanish-speaker. If referring as identity, the general term should be Latinos.

There was a suggestion to change the title to Hispanic/Latinx Heritage Month and then making sure the body of the proclamation includes information about the differences. Commissioner Mandujano will review the proclamation and propose changes to Klauss by the August 18 deadline. Need to update the population numbers in the proclamation too.

8.D Finalize list of Proclamations/Recognition Days to send to Council for approval

The Commission updated the proclamations list updated to reflect Hispanic/Latinx Heritage Month, remove National Day of Prayer, remove International Men's, and remove Patriot Day & National Day of Service. The Commission added El Dia De Los Muertos to the list of recognition days. There were comments about keeping the proclamations or days of recognition related to DEI and elevating awareness of marginalized communities.

Commissioner Colazo motioned to send the list to the City Council. Commissioner Togiallua seconded the motion. **Motion approved 4-0.**

8.E Review Recommendation On Public Comment Requirements

Commissioner Carnell sent it to Cleary and Hoefer to review for editing.

9. Staff Report

Klauss reported the retreat is from 8 a.m. to 1 p.m. at City Hall.

The commission still has one vacancy.

10. Public Comment

Chair Goodloe called for public comment; there was none.

11. Preview Next Meeting September , 2023

- Robert's Rules vs consensus model (discussion led by City Manager)
- Review recommendation on public comment requirements
- Adopt completed to-do list item list, adopt new goals from retreat
- Discussion about coalition, direction we see this going
 - Feedback on the idea, if support idea of DRC facilitating project, what comes out of discussions, ideas for next steps

Meeting adjourned at 4:35 p.m.

Nicole Klauss

Drafted: 8/9/23

Approved: 9/12/23

CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Diversity, Equity & Inclusion

Commission Retreat

August 11, 2023

3:00 PM

Council Chambers & Zoom

1. Introductions & Icebreaker

Present: Nancy Goodloe, Mayra Colazo, Kandee Cleary, Teresa Divine, Olene Togialua, Alex Mandujano, and Tylene Carnell

Also present: Nicole Klauss, Public Information Officer (Recording Secretary) and Heidi Behrends Cerniwey, City Manager

2. Activities

The Commission reviewed commission accomplishments from the last year.

The Commission reviewed their core focus list and discussed what is missing and what they do.

The Commission did an exercise to discuss what a safe community would look like in 20 years.

The Commission discussed their 10-year and 3-year goals. The Commission discussed their 90-day goals.

Nicole Klauss

Drafted: 8/11/23

Approved: 9/12/23



Centerfuse

Ellensburg Business Development Authority BOARD OF DIRECTORS MEETING MINUTES

Regular meeting held synchronously in-person and virtually

Wednesday, August 16, 2023

4:00-5:30 PM

Members in Attendance: Garrett Poshusta, Chair; Grant Clark, Treasurer; Del Bankston, Secretary John Perrie, Board Member; Bob Rapp, Board Member; Jennifer Lubanski, and Board Member, James Jankowski, Board Member.

Others present: Cory Wright, Kittitas County, Andrew Morse, CWU, Kelle Vandenberg, city of Ellensburg; Alex Eyre, public; Matt Carston, Economic Development Assistant, and Margaret Reich, Executive Director

Absent: Andreas Bohman, Vice Chair and. Jared Vallejo, Board Member

1. Meeting Called To Order

The Chair called the meeting to order at 3:59 PM

2. Approval of Agenda

Motion to approve the amended agenda for the August 2023 regular board meeting by Del Bankston, second by John Perrie. Motion approved by unanimous vote.

3. Approval of Minutes

Motion to approve the July 19, 2023 regular meeting minutes by John Perrie, second by Grant Clark. Motion approved by unanimous vote.

4. Public Comment

Special Presentation: Countywide Economic Development Plan Implementation. Guests Commissioner Wright, Chief of Staff Morse and Manager Vandenberg provided information about the Plan and a future kick-off meeting, as well as the opportunity to sign a mutual partnership letter.

5. Board Business

a. Organizational Effectiveness

Grant Clark, Treasurer presented the financial reports. Motion to approve July, 2023 voucher in the amount of \$19,875.31 by Garrett Poshusta, second by Grant Clark. Motion approved by unanimous vote.

Executive Director Reich updated the board on monthly metrics, Feasibility Study, and personnel. A sub-committee of Poshusta, Jankowski and Lubanski was formed as the Executive Director search committee.



The board considered two policies: Electronic Funds Transfer (including Automated Clearing House provisions) and Electronic Signature.

Motion to approve the Electronic Funds Transfer policy as presented by James Jankowski, second by Jennifer Lubanski. Motion approved by unanimous vote.

Motion to approve the Electronic Signature policy as presented by James Jankowski, second by Grant Clark. Motion approved by unanimous vote.

b. Build Local Capacity

Board member Lubanski updated the board on the Ellensburg's Arts & Culture Alliance, and Executive Director Reich shared a draft of the Artist Performance and Production Space study is forthcoming later this month. Also, the decision by Washington Commerce on the electric vehicle charging grant CenterFuse authored for the city of Kittitas is still pending.

c. Marketing

Executive Director Reich shared Manastash Media's monthly digital marketing analytics report and the key industry recommendations. August's newsletter features the new non-residential layer on the startinellensburg.com/interactive-map, and the board suggested including local real estate firms in the distribution. Vandenberg indicated she would provide a list.

d. Business Recruiting & Expansion

The Executive Director provided a progress report on the grant funded projects including the CERB I-90 West Interchange Private Development study, and the CERB Value-Added Wood Products study. The Washington Commerce Innovation Cluster Accelerator Program Launch strategy session is scheduled for September and a second cohort meeting in October.

6. **For the good of the order**

At the July 2023 regular board meeting, the board asked Chair Poshusta to schedule one-on-one meetings with Mayor Lillquist, Commissioner Wright and Manager Cerniway to explore the next steps. Chair reported a one-on-one meeting with the mayor, and a group meeting with Lillquist, Wright and Cerniway to discuss CenterFuse's structure and relationship with the City. In the future, engagement with other jurisdictions is to happen via an interlocal agreement between the named jurisdiction and CenterFuse. Chair Poshusta emerged from the conversations as optimistic and positive.

7. **Adjournment** – time 5:33 Motion to adjourn by Del Bankston.

Drafted: 8/22/2023

Approved: *Del Bankston*

Submitted by: Margaret Reich



Centerfuse

Ellensburg Business Development Authority BOARD OF DIRECTORS MEETING MINUTES

Special meeting held virtually

Wednesday, August 22, 2023

12:00-12:30 PM

Members in Attendance: Garrett Poshusta, Chair; Andreas Bohman, Vice Chair; Grant Clark, Treasurer; Del Bankston, Secretary; John Perrie, Board Member; Bob Rapp, Board Member; Jennifer Lubanski, Board Member, James Jankowski, Board Member and Jared Vallejo, Board

Others present: Matt Chamber, Resource Development Group and Margaret Reich, Executive Director

Absent: **Meeting Called To Order**

The Chair called the meeting to order at 12:02 PM

1. **Approval of Agenda**

Motion to approve the special meeting agenda for the August 22, 2023 by Andreas Bohman, second by Bob Rapp. Motion approved by unanimous vote.

2. **Board Business**

a. Organizational Effectiveness

Chair Poshusta introduced Matt Chambers of Resource Development Group who discussed the CenterFuse Feasibility Study aimed at diversifying revenue sources and increasing public investment. Mr. Chambers talked about the importance of maintaining CenterFuse's Public Development Authority and 501c6 status, and adding the IRS status of 501c3 for additional grants and private investment.

Motion to move forward with establishing an IRS 501c3 nonprofits to relieve pressure on government partners by Del Bankston, second by John Perries. Motion vote five yays, three nays. Motion passes.

Chair Poshusta reiterated the opportunity to sign the Mutual Partnership Letter presented at the CenterFuse board regular meeting on August 15, 2023.

Motion to authorize the Chair to sign the Mutual Partnership Letter by Jennifer Lubanski, second by Grant Clark. Motion approved by unanimous vote.

3. **Adjournment** – time 12:31 Motion to adjourn by Bob Rapp.

Drafted: 8/28/2023

Approved: *Del Bankston*

Submitted by: Margaret Reich

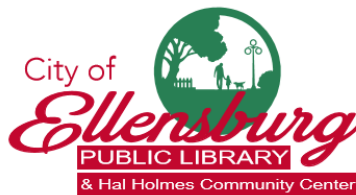


CITY OF ELLENSBURG

Date of Meeting:

Time of Meeting:

Place of Meeting:



LIBRARY BOARD MINUTES

July 11, 2023

4:30 p.m.

City Council Chamber

Marty Blackson, Chair, term expires December 31, 2027

Loretta Gray, Secretary, term expires December 31, 2027

Mary Holmgren, term expires December 31, 2026

Andreina Delgado, term expires December 31, 2023

Melina Meador, term expires December 31, 2024

Andrea Sledge, term expires December 31, 2026

Mary James, term expires December 31, 2027

I. CALL TO ORDER

Holmgren called the meeting to order at 4:32 pm.

II. ATTENDANCE

PRESENT: Andreina Delgado, Mary Holmgren, Mary James, Melina Meador, Andrea Sledge

COUNCIL LIASON: None

ABSENT: Marty Blackson, Loretta Gray

VISITOR: None

STAFF: Sue Hart

III. APPROVAL OF AGENDA

Motion made by Sledge to approve the agenda, motion seconded, **motion approved**. Motion passed 5-0.

IV. APPROVAL OF MINUTES

Motion made by Sledge to approve the June 2023 minutes, motion seconded, **motion approved**. Motion passed 5-0.

V. CORRESPONDENCE AND CITIZEN COMMENTS/SUGGESTIONS

None

VI. REPORTS

A. Director's Report: (1) Interviews for open Library Assistant/Circulation position will take place on July 17 (2) Director and some supervisors attended virtual training called A Supervisor's Guide to Effectively Resolving Conflicts Among Subordinates (3) Summer Reading Program continues to go well with good participation (4) Circulation of physical and downloads have increased slightly.

B. Budget Report: No report

C. Friends of the Library Report: Mary Holmgren and Sue Hart reported.

VII. UNFINISHED BUSINESS

A. None

VIII. NEW BUSINESS

A. None

IX. UPCOMING PROGRAMS/EVENTS

Sue Hart reported on the July and early August events as listed in the agenda.

X. UNSCHEDULED BUSINESS

A. Mary James proposed that in September the Board discuss the library anniversary event. Perhaps the Board and Friends of the Library can collaborate.

XI. NEXT MEETING

September 12, 2023

XII. ADJOURNMENT

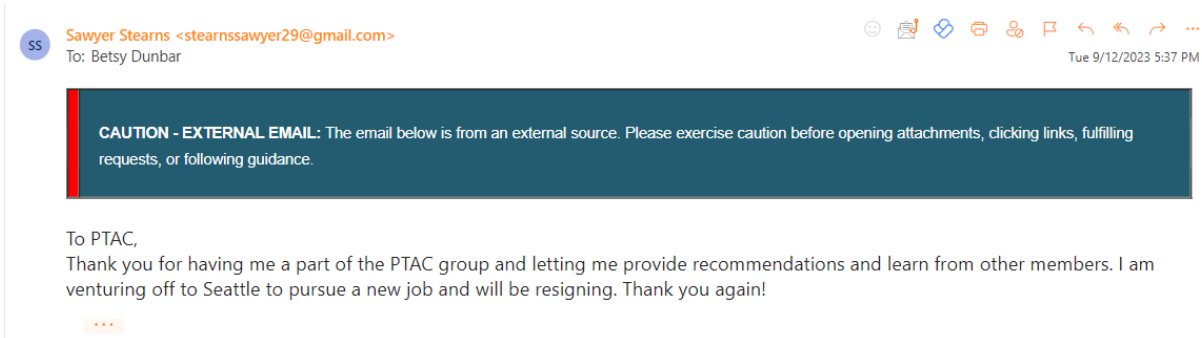
With no further discussion, meeting adjourned by Holmgren at 4:55p.m.

Respectfully submitted,
Mary James, Board Member

From: [Betsy Dunbar](#)
To: [Cynthia LaChappelle-Mathis](#)
Subject: Sawyer Stearns Email
Date: Wednesday, September 13, 2023 8:24:17 AM
Attachments: [image.png](#)
[Outlook-0mgez42y.png](#)

Cyndi,

Below is an email from Sawyer Stearns.



Kind Regards,

Betsy Dunbar

Transit Manager | **City of Ellensburg**

Ph. (509) 925-8680

Fax: 509-223-7827

dunbarb@ci.ellensburg.wa.us

www.centraltransit.org



E-mail to and from this address may be subject to public disclosure under Washington's Public Records Act.

From: [Josephine Camarillo](#)
To: [Cynthia LaChappelle-Mathis](#)
Subject: FW: Resignations
Date: Thursday, September 21, 2023 8:02:45 AM

Good Morning Cyndi,
Please see resignation below.

Thank you!

Josephine Yaba Camarillo (she/her)
Library Director | City of Ellensburg
Ellensburg Public Library
209 North Ruby Street | Ellensburg, WA 98926
P. (509) 962-7252
camarilloj@ci.ellensburg.wa.us
<https://ci.ellensburg.wa.us/144/Library>

From: Andrea Sledge <andrea.sledge@ci.ellensburg.wa.us>
Sent: Wednesday, September 20, 2023 8:09 PM
To: Laura Wilson <wilsonl@ci.ellensburg.wa.us>; Josephine Camarillo <camarilloj@ci.ellensburg.wa.us>
Subject: Resignations

Laura and Josephine,

Effective December 1, 2023, I am resigning from my memberships on the Ellensburg Environmental Commission and the Ellensburg Library Board. As of December 14, 2023, I will be a resident of Horizon House in Seattle.

I have enjoyed knowing and working with you both over the past several years. I've appreciated the opportunity to be of some small service to Ellensburg, the place I've called home since 1998.

Andrea Sledge

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Meeting Date: October 2, 2023
City of Ellensburg
City Council Agenda Report

Agenda Subject: Agreement for Professional Services for the Engineering and Design of the Mountain View and Bull/Willow Signalization Design

Submitted by: Derek Mayo, Engineering Manager

Department: Public Works & Utilities

Suggested Motion/Action:

Move to approve the Agreement for Professional Services With Ardurra Group, Inc. for the Mountain View Ave. and Bull Rd./Willow Street Signalization design.

Background/Summary:

Staff previously contracted with Ardurra Group Inc. (formerly T-O Engineers) to complete the preliminary topographic survey, and a preliminary design comparative analysis of a traffic signal or a roundabout for this location. This work was completed earlier this year, with the recommendation that a traffic signal is most feasible at this location. Both the traffic signal and roundabout options provided a significant improvement over existing conditions relating to safety and efficiency, but ultimately an installation of a traffic signal at this location was deemed the most practical. To accommodate the truck traffic through this location, the necessary size of a roundabout to adequately accommodate vehicular and truck traffic would require the need for additional right of way and construction of a roundabout within very close proximity to existing residences. Due to this, the consultant and staff are in agreement for the design and future construction of a traffic signal at this location. With this determination made, staff has prepared a second contract with the Ardurra Group, Inc. for the final design of a traffic signal.

Previous Council Action:

Council authorized the City Manager to execute an Agreement for Professional Services with Ardurra Group, Inc. (formerly T-O Engineers) on January 18, 2023 to complete the preliminary topographic survey, and a preliminary design comparative analysis of a traffic signal or a roundabout for this location.

Analysis:

Staff has negotiated a 'Time and Materials Agreement' contract in the amount of \$61,400 to perform the work. The contract includes a geotechnical investigation, design, specification creation and an updated cost estimate, bid preparation and support if the project is implemented in 2024, as well as project support if the project is implemented in 2024.

Financial Impact:

This project is budgeted and has adequate funding within the Traffic Impact Fee fund.

Budget Adjustment: No

Attachments:

1. City of Ellensburg - Professional Services Agreement - Mt View and Bull Phase II _
September 2023

**AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN THE CITY OF ELLENSBURG
AND
ARDURRA GROUP, INC.**

RELATING TO: Bull Rd & Mountain View Ave SIGNAL DESIGN PROJECT, PHASE II

THIS TIME AND MATERIALS AGREEMENT is made and entered into this **20th day of September, 2023** ("Effective Date"), by and between THE CITY OF ELLENSBURG, a non-charter code city of the State of Washington (hereinafter called the "CITY") and **ARDURRA GROUP, INC.**, a Corporation authorized to do business in the state of Washington (hereinafter called the "CONSULTANT").

1. RECITALS.

1.1. The CITY desires to obtain professional services for work related to **the Bull Road & Mountain View Avenue Signal Design (Phase II)** project.

1.2. The CITY has solicited for such professional services as required by law, including RCW Chapter 39.80 if applicable.

1.3. CONSULTANT represents that it is available and able to provide qualified personnel and facilities necessary for the work and services contemplated herein, and can accomplish the work and services within the required time period and in accordance with CITY's specifications, WSDOT Standard Specifications (as applicable), and professional standards.

1.4. CONSULTANT agrees to perform the work and services specified herein in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the above representations and the terms, conditions, covenants, and agreements set forth below, the parties hereto agree as follows:

2. SCOPE OF WORK.

2.1. The scope of professional services to be performed and the results to be achieved by the CONSULTANT shall be as detailed in the attached **Exhibit A** and shall include all services and material necessary to accomplish the work ("Services").

2.2. The CITY may review the CONSULTANT'S work product, and if it is not satisfactory, the CONSULTANT shall make such changes as may be required by the CITY. Such changes shall not constitute "Extra Work" as related in Section 13 of this Agreement.

2.3. The CONSULTANT agrees that all services performed under this

Agreement shall be in accordance with the standards of the profession and in compliance with applicable federal, state and local laws.

2.4. The Scope of Work may be amended upon written approval of both parties.

3. TIME OF PERFORMANCE. The CONSULTANT may begin work upon the Effective Date of this Agreement by both parties, or the CITY's issuance of a Notice to Proceed, whichever is applicable, and the duration of the Agreement shall extend through **March 30, 2024**. The work shall be completed in accordance with the schedule set forth in the attached Exhibit A.

4. PAYMENT. The CITY shall pay the CONSULTANT as set forth in this section of the Agreement. Such payment shall be full compensation for work performed, services rendered, and all labor, materials, supplies, equipment and incidentals necessary to complete the work.

4.1. Payment shall be on the basis of the CONSULTANT'S standard billing rates multiplied by the actual hours worked, cost for actual labor, overhead and profit plus CONSULTANT'S direct non-salary reimbursable costs for cost plus fixed fee agreements or based on percentage of completed work for lump sum agreements, as set forth in the attached Exhibit B.

4.2. The CONSULTANT shall submit invoices to the CITY on a monthly basis. Invoices shall detail the work, hours, employee name, and hourly rate; shall itemize with receipts and invoices the non-salary direct costs; shall indicate the specific task or activity in the Scope of Work to which the costs are related; and shall indicate the cumulative total for each task.

4.3. The CITY shall review the invoices and make payment for the portion of the project or tasks that have been completed less the amounts previously paid.

4.4. The CONSULTANT invoices are due and payable within 30 days of receipt. In the event of a disputed billing, only the disputed portion will be withheld from payment.

4.5. Final payment for the balance due to the CONSULTANT will be made after the completion of the work and acceptance by the CITY.

4.6. Payment for "Extra Work" performed under Section 13 of this Agreement shall be as agreed to by the parties in writing.

4.7. The CITY may desire to establish a Management Reserve Fund to provide the Agreement Administrator with the flexibility to authorize additional funds to the Agreement for allowable unforeseen costs, or reimbursing the CONSULTANT for allowable unforeseen costs, or reimbursing the CONSULTANT for additional work beyond that already defined in this Agreement. Such authorization(s) shall be in writing and shall not exceed the lesser of \$15,000 or 10% of the Maximum Compensation as shown in

Section 5 of this Agreement. The amount included for the Management Reserve Fund is **\$6,100**. This fund may not be replenished. Any changes requiring additional costs in excess of the Management Reserve Fund shall be made in accordance with Section 13 – Extra Work.

5. MAXIMUM COMPENSATION.

5.1. The CONSULTANT's total compensation and reimbursement under this Agreement, including labor, direct non-salary reimbursable costs and outside services, shall not exceed the maximum sum of **\$61,400**. This amount is the maximum amount to be paid under this Agreement and shall not be exceeded without prior written authorization from CITY in the form of a negotiated and executed amendment of this Agreement.

5.2. The budget for each task is as set forth in the attached Exhibit A. Budgets for task(s) may be modified upon mutual agreement between the two parties, but in any event, the total payment to CONSULTANT shall not exceed the maximum amount per Section 5.1 above.

6. RELATIONSHIP OF PARTIES.

6.1. The relationship created by this Agreement is that of owner-independent contractor. Neither the CONSULTANT nor CONSULTANT's employees are employees of the CITY and are not entitled to the benefits provided by the CITY to its employees. The CONSULTANT, as an independent contractor, has the authority to control and direct the performance of the details of the services to be provided. No employee, agent, representative or subconsultant of CONSULTANT shall be or shall be deemed to be the employee, agent representative or subconsultant of the CITY. The CONSULTANT shall assume full responsibility for all wages, along with any Federal, State, and local taxes or contributions imposed or required, including, but not limited to, unemployment insurance, Social Security, and income tax, payable as a result of work performed under this Agreement.

6.2. Employees of the CONSULTANT, while engaged in the performance of any work or services under this Agreement, shall be considered employees of the CONSULTANT only and not of the CITY, and claims that may arise under the Workman's Compensation Act on behalf of said employees while so engaged, and any and all claims made by a third party as a consequence of any negligent act or omission on the part of the CONSULTANT'S employees while so engaged, on any of the work or services provided to be rendered herein, shall be the sole obligation and responsibility of the CONSULTANT. On or before the Effective Date, CONSULTANT shall file, maintain and/or open all necessary records with the Internal Revenue Service and the State of Washington, and as may be required by RCW 51.08.195, to establish CONSULTANT's status as an independent contractor.

7. WORK PRODUCT AND DOCUMENTS.

7.1. The work product and all documents produced under this Agreement shall be furnished by the CONSULTANT to the CITY, and upon completion of the work shall become the property of the CITY, for use without restriction and without representation as to suitability for reuse by any other party unless specifically verified or adapted by the CONSULTANT, except that the CONSULTANT may retain one copy of the work product and documents for its records. The CONSULTANT will be responsible for the accuracy of the work, even though the work has been accepted by the CITY.

7.2. In the event that the CONSULTANT shall default on this Agreement or in the event that this Agreement shall be terminated prior to its completion as herein provided, all work product of the CONSULTANT, along with a summary of work as of the date of default or termination, shall become the property of the CITY. Upon request, the CONSULTANT shall tender the work product and summary to the CITY. Tender of said work product shall be a prerequisite to final payment under this Agreement. The summary of work done shall be prepared at no additional cost to the CITY.

7.3. CONSULTANT will not be held liable for reuse of documents produced under this Agreement or modifications thereof for any purpose other than those authorized under this Agreement without the written authorization of CONSULTANT.

8. RECORDS. As a public agency, the CITY is subject to the Public Records Act, Chapter 42.56 RCW (the "Act"). To the extent that CONSULTANT keeps records that are deemed public records and are needed for the CITY to respond to a request under the Act, as determined by the CITY, CONSULTANT agrees to make them promptly available to the CITY. Pursuant to Chapter 40.14 RCW, CONSULTANT shall retain records associated with this Agreement in accordance with the applicable retention schedule. CONSULTANT also agrees to indemnify and hold the CITY harmless from any claims or losses caused by CONSULTANT'S failure to make records available to the CITY as provided in this Agreement.

9. NONDISCRIMINATION. The CONSULTANT shall conduct its business in a manner, which assures fair, equal and non-discriminatory treatment of all persons, in particular:

9.1. The CONSULTANT shall maintain open hiring and employment practices and will welcome applications for employment in all positions, from qualified individuals who are members of minorities protected by federal equal opportunity/affirmative action requirements; and,

9.2. The CONSULTANT shall comply with all requirements of applicable federal, state or local laws or regulations issued pursuant thereto, relating to the establishment of non-discriminatory requirements in hiring and employment practices and assuring the service of all persons without discrimination as to any person's race, creed, color, religion, national origin, status as a military veteran, marital status, gender, sexual orientation, disability or other legally protected classification.

10. SUBCONTRACTING.

10.1. The CONSULTANT shall not sublet or assign any of the work covered by this Agreement without the written consent of the CITY.

10.2. In all solicitation either by competitive bidding or negotiation made by the CONSULTANT for work to be performed pursuant to a subcontractor, including procurement of materials and equipment, each potential subconsultant or supplier shall be notified by the CONSULTANT of CONSULTANT's obligations under this Agreement, including the nondiscrimination requirements.

10.3. In performing this Agreement, the CONSULTANT shall not subcontract with or employ any CITY employee without the CITY's written consent.

11. SUPERVISION, INSPECTION AND PERFORMANCE.

11.1. Even though CONSULTANT is an independent contractor with the authority to control and direct the performance and details of the Services, the Services must meet the approval of CITY and shall be subject to CITY's general right of inspection and supervision to secure the satisfactory completion of this Agreement.

11.2. CONSULTANT represents that it has or will obtain all personnel necessary to perform the Services and that such personnel shall be qualified, experienced, and licensed as may be necessary or required by applicable laws and regulations to perform the Services. All Services shall be performed by CONSULTANT, its employees, or by subconsultants whose selection has been authorized by CITY; provided that CITY's authorization shall not relieve CONSULTANT or its subconsultants from any duties or obligations under this Agreement, or at law, to perform the Services in a satisfactory and competent manner. CONSULTANT shall ensure that all contractual duties, requirements and obligations that CONSULTANT owes to CITY shall also be owed to CITY by CONSULTANT's subconsultants retained to perform the Services.

11.3. CONSULTANT shall be responsible for the professional quality, technical adequacy, accuracy, timely completion, and coordination of the Services and all plans, designs, drawings, specifications, reports, and other work performed pursuant to this Agreement. CONSULTANT shall perform the Services in accordance with the standard of care of its profession in the same or similar localities at the time services are performed. CONSULTANT shall be responsible for the professional standards, performance, and actions of all persons and firms performing the Services under this Agreement. CONSULTANT shall, without additional compensation, correct any specific breach of a contractual obligation in the Services and revise any errors or omissions in any plans, designs, drawings, specifications, reports, and other products prepared under this Agreement.

12. CHANGES IN WORK. Other than changes directed by the CITY as set forth in Section 1 above, either party may request changes in the scope of work. Such changes

shall not become part of this Agreement unless and until mutually agreed upon and incorporated herein by written amendments to this Agreement executed by both parties.

13. EXTRA WORK. The CITY may desire to have the CONSULTANT perform work or render services in connection with this project, in addition to the Scope of Work set forth in Exhibit A and minor revisions to satisfactorily completed work. Such work shall be considered as “Extra Work” and shall be addressed in a written supplement to this Agreement. The CITY shall not be responsible for paying for such extra work unless and until the written supplement is executed by both parties.

14. TERMINATION.

14.1. The CITY may terminate this Agreement in whole or in part whenever the CITY determines, in its sole discretion that such termination is in the best interests of the CITY, upon not less than ten (10) days’ written notice to the CONSULTANT. Written notice will be by certified mail sent to the consultant’s designated representative at the address provided by the CONSULTANT. If this Agreement is terminated in its entirety by the CITY for its convenience, the CITY shall pay the CONSULTANT for satisfactory services performed through the date of termination, but no amount shall be allowed for anticipated profit on unperformed Services or other work.

14.2. The CITY may terminate this Agreement, in whole or in part and at any time, in writing if CONSULTANT substantially fails to fulfill any or all of its material obligations through no fault of CITY. If CITY terminates all or part of this Agreement for default, CITY shall determine the amount of Services satisfactorily performed to the date of termination and the amount owing to CONSULTANT using the criteria set forth below; provided that (a) no amount shall be allowed for anticipated profit on unperformed Services or other work, and (b) any payment due to CONSULTANT at the time of termination may be adjusted to the extent of any additional costs CITY incurs or will incur because of CONSULTANT’s default. In such event, CITY shall consider the actual costs incurred by CONSULTANT in performing the Services to the date of termination, the amount of Services originally required which was satisfactorily completed to the date of termination, whether the Services or deliverables were in a form or of a type which is usable and suitable to CITY at the date of termination, the cost to CITY of either completing the Services itself or employing another firm to complete the Services in addition to the inconvenience and time which may be required to do so, and other factors which affect the value to CITY of the Services performed to the date of termination. Under no circumstances shall payments made under this provision exceed the Schedule of Charges. This provision shall not preclude CITY from filing claims and/or commencing litigation to secure compensation for damages incurred beyond that covered by withheld payments.

14.3. In the event this Agreement is terminated prior to the completion of the work, a final payment shall be made to the CONSULTANT, which, when added to any payments previously made, shall compensate the CONSULTANT for the portion of work completed. Whenever the Agreement is terminated in accordance with this Section 14, the

CONSULTANT shall be entitled to payment for actual work performed up to the termination date. Upon such termination, whether for convenience or default, an equitable adjustment in the contract price will be made by the CITY for partially completed items of work, but such adjustment shall not include provision for loss of anticipated profit on deleted or uncompleted work. Termination under this Section 14 shall not constitute a breach of the Agreement by the CITY.

15. INDEMNIFICATION/HOLD HARMLESS.

15.1. To the fullest extent permitted by law, the Consultant and the City mutually agree to indemnify and hold harmless each other from all claims, lawsuits, or legal actions that arise out of, pertain to, or relate to damages, losses, personal injuries, death and property liability resulting from the errors, omissions, negligence, willful misconduct, or fault of the indemnifying party, its contractors, representatives, agents and employees. In no event shall either party indemnify the other party for the other party's own errors, omissions, negligence, willful misconduct, or fault. Consultants' total indemnity shall be limited to the lesser of 1) the total amount of compensation received by Engineer under this Agreement, or 2) the limits of applicable insurance coverages described above in Section 16.4 on the following page..

Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the CONSULTANT and the CITY, its officers, officials, employees, and volunteers, the CONSULTANT's liability, including the duty and cost to defend, hereunder shall be only to the extent of the CONSULTANT's negligence.

15.2. It is further specifically and expressly understood that the indemnification provided herein constitutes the CONSULTANT's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

15.3. The provisions of this section shall survive the expiration or termination of this Agreement. Further, the indemnity obligations shall extend to claims that are not reduced to a suit and to any claims that may be compromised prior to the culmination of any litigation or the institution of any litigation. Inspection, acceptance or payment by CITY of or for any Services performed by CONSULTANT shall not be grounds for avoidance of any Indemnity Obligations.

16. INSURANCE.

16.1. The CONSULTANT shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the CONSULTANT, its agents, representatives, employees or subcontractors.

16.2. CONSULTANT'S liability will be limited to the applicable insurance coverages described 16.4.

16.3. Minimum Scope of Insurance. CONSULTANT shall obtain insurance of the types described below:

16.3.1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contract liability coverage; and,

16.3.2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, and personal injury and advertising injury. The CITY shall be named or added as an additional insured under the Consultant's Commercial General Liability insurance policy using ISO endorsement form CG 20 26, or coverage at least as broad; and,

16.3.3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington; and

16.3.4. Professional Liability insurance appropriate to the CONSULTANT's profession.

16.4. Minimum Amounts of Insurance. CONSULTANT shall maintain the following insurance limits:

16.4.1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.

16.4.2. Commercial General Liability insurance shall be written with limits no less than \$2,000,000 each occurrence, \$2,000,000 general aggregate.

16.4.3. Professional Liability insurance shall be written with limits no less than \$2,000,000 per claim and \$2,000,000 policy aggregate limit.

16.5. Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability and Commercial General Liability insurance:

16.5.1. The CONSULTANT's insurance coverage shall be primary insurance with respect to the CITY. Any insurance, self-insurance, or insurance pool coverage maintained by the CITY shall be excess of the CONSULTANT's insurance and shall not contribute with it.

16.5.2. Any payment of deductible or self-insured retention shall be the sole responsibility of the CONSULTANT.

16.5.3. The CONSULTANT'S insurance shall contain a clause stating that coverage shall apply separately to each insured against whom claim is made or suit is brought, except with respects to the limits of the insurer's liability.

16.6. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

16.7. Verification of Coverage. CONSULTANT shall furnish the CITY with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the CONSULTANT before commencement of the work.

16.8. Cancellation. CONSULTANT will provide notice to the CITY of any cancellation of coverage by no later than three (3) days after CONSULTANT is notified by its insurer that coverage will or has been canceled, whichever occurs earliest.

16.9. CITY Full Availability of CONSULTANT Limits. If the CONSULTANT maintains higher insurance limits than the minimum amounts shown above, the CITY shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the CONSULTANT, irrespective of whether such limits maintained by the CONSULTANT are greater than those required by this Agreement or whether any certificate of insurance furnished to the CITY evidences limits of liability lower than those maintained by the CONSULTANT.

17. APPLICABLE LAW/VENUE. This Agreement shall be construed and interpreted in accordance with the laws of the State of Washington, and in the event of dispute the venue of any litigation brought hereunder shall be Kittitas County.

18. NOTICE. All communications regarding this Agreement shall be sent to the parties at the addresses listed below, or at such other address as given pursuant to this Section, and shall be effective on the next business day if sent by registered or certified mail or deposited with an overnight delivery service.

City of Ellensburg
Department of Engineering
Attention: Derek Mayo, P.E.
501 N. Anderson
Ellensburg, WA 98926

Bill White
Ardurra Group, Inc.
1717 S. Rustle Street, Suite 201
Spokane, WA 99224

19. ENTIRE AGREEMENT. The written terms and provisions of this Agreement, together with all referenced Exhibits, supersede all prior verbal statements of any officer

or other representative of CITY, and such statements shall not be effective or be construed as entering into or forming a part of, or altering in any manner whatsoever, this Agreement. The entire agreement between the parties with respect to the subject matter hereunder is contained in this Agreement and the referenced Exhibits.

20. PRIORITY OF DOCUMENTS. In the event that the language and provisions of this Agreement are contrary to or conflict with any language or provisions set forth in any exhibit to this Agreement, the language and provisions of this Agreement shall control, and the contrary or conflicting language or provisions of the exhibit(s) shall be disregarded and shall be considered void.

21. MODIFICATION. No waiver, alteration, or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly authorized representative of CITY and CONSULTANT.

22. ASSIGNMENT. Any assignment of this Agreement by CONSULTANT without the prior written consent of CITY shall be void.

23. WAIVER. A waiver of any breach by either party shall not constitute a waiver of any subsequent breach.

24. THIRD-PARTY BENEFICIARIES. There are no third-party beneficiaries to this Agreement.

25. EXHIBITS AND SIGNATURES. This Agreement, including its exhibits, constitutes the entire Agreement, supersedes all prior written or oral understandings, and may only be changed by a written amendment executed by both parties. The following exhibits are hereby made a part of this Agreement:

Exhibit A – Scope of Work, Schedule, Budget

Exhibit B – Consultant Rate Schedule

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above.

CONSULTANT:

By: William (Bill) David White

Printed Name: William (Bill) White

Title: Spokane Office Manager

Tax ID#: 59-1782900

THE CITY OF ELLENSBURG:

By: _____

Printed Name: _____

Title: _____

ATTEST: _____
Clerk

Approved as to Form:

City Attorney



Exhibit A

Bull Road & Mountain View Avenue Intersection: Phase II Ardurra Scope for Project Design, September 20, 2023

As a result of new subdivisions south of the intersection, City engineers wish to construct capacity and safety improvements for the Bull Road and Mountain View Avenue intersection in south Ellensburg. They selected Ardurra from the MRSC roster to support the project. Per coordination with City Engineers, the project was to be advanced in phases. Phase I included survey and an intersection control evaluation (ICE) to help the city select a traffic signal as the preferred intersection alternative. This Phase II proposal reflects design and bidding services.

Generally, this scope reflects geotechnical analysis; 60, 90, & 100% design; bid preparation assistance; and quality control with project administration. Work can be initiated through use of an Ardurra standard contract or a city consulting agreement.

SCOPE OF SERVICES

The following sections outline the work tasks expected for Phase II consulting services. This scope was developed based on the project understanding identified above, the results of the ICE, and as based on discussions with the City Engineer.

Task 1. Geotechnical Investigation

Utilities were located prior during survey and 811 dig line will be notified prior to geotechnical exploration. Subsurface exploration will be performed for single points where the foundation of signal poles are to be located. Pole and mast-arm layouts will be assumed, so WSDOT standard specifications can be reviewed to determine typical foundation depths. The subsurface drilling will be performed for a depth of the proposed foundation plus approximately five feet to identify the thickness of solids, location of rocks or other obstruction, ground-water conditions, and to assess local conditions. Soil capacities will be assessed via laboratory testing. The testing and rock located analyses will inform whether foundation size and depth can correlate with WSDOT standard specifications, or if alternate foundation design would be required (or if foundations should be relocated) in all intersection corners.

Addition explorations will be made along the south along Bull Road to make a recommendation on pavement and subsurface depths required for pavement widening, given the geotechnical testing will already be occurring on the project.

Deliverables: A geotechnical investigation report submitted in PDF format.

Task 2. Design, Specifications, and Cost Estimate

The project would begin with a brief study to help establish the optimal operating condition of the signal, as based on a review of existing and forecast traffic volumes provided by City Engineers. The study would address phasing and timing plans for the AM peak hour, noon/midday peak, PM peak hour, and an off-hours/weekend plan. The provision of a technical memorandum outlining conclusions would be provided to the City for concurrency, and to affirm signal designs.

The project includes plans and specifications regarding designs for:

- ◆ Traffic signal assembly including signal heads, luminaires, poles, mast arms, signal heads, radar detection, pull/controller boxes, conduits, preemptive devices, circuits, power connection, and interconnect, etc.



- ◆ Pedestrian crossing devices (countdown signals, pushbuttons, etc.).
- ◆ Bicycle detection emphases.
- ◆ Pavement Widening along Bull Road
- ◆ Roadway geometrics/stripping and signage.
- ◆ Potential relocation of utility equipment, as needed (power, utility boxes, vaults, etc.).

Project deliverables include the submittal of design documentation, and design plans and specifications provided for 60 percent, 90 percent, and 100-percent final designs. The 60 percent design establish the signal, geometric/stripping, and signing designs. Extensive comments are anticipated at this stage of the project. The 90 percent submittal would address City comments to the 60% submittal and provide draft specifications and a bid estimate. The 90% review comments will be addressed, resulting in development of final 100 percent designs, specifications, and estimates. Final submittals will be stamped by a professional engineer licensed in Washington. Plan sheets would include:

- ◆ Project identification/description sheet (cover),
- ◆ Legend and Abbreviations,
- ◆ Survey Control and Alignment Plan,
- ◆ Existing conditions base-map,
- ◆ Demolition/removal plan,
- ◆ Traffic Signal Detail Plan,
- ◆ Signal Wiring Plan,
- ◆ Pavement Widening plan,
- ◆ Signing and stripping plan,
- ◆ Signal/Project Specifications Plan.
- ◆ Traffic Control Plans

Design Documentation to include:

- ◆ AutoTurn Movements
- ◆ Abbreviated Basis of Design
- ◆ Abbreviated Design Parameters Worksheet

Standard WSDOT Specifications would be developed in coordination with the city for the signal system. It is assumed that the contractor will order all equipment and design team will only answer questions.

Deliverables: Plans would be provided electronically on 22 x 34 printable document files (.pdf) during the 60, 90, and 100-percent submittals. Final plans would be stamped electronically as 22 x 34 documents for distribution by City staff. Draft specifications will be submitted in an electronic Word (.docx) format and a copy of the engineering estimate will be provided in an Excel at the 90-percent submittal. After comments are addressed, specification and the bid estimate will be provided in pdf format for distribution by City staff.

Task 3. Bid Preparation and Support

Our scope anticipates Ardurra would help assemble the bid package. Bidding would follow processes set per City of Ellensburg specification, unless the city desires processes follow the WSDOT LAG Manual. Our staff would be available to address bid questions directed to us via email or phone by City staff, unless the city desires Ardurra staff be the project contact. Ardurra construction management and



construction survey/staking can be provided as a separately scope services, as needed. However, we have assumed for this scope that City staff would provide these services.

Deliverables: Assemble bid package and be available to bid questions within one working day.

Task 4. Project Management, Meetings, and Administration

This task simply acknowledges budget for the project manager and support staff to coordinate and administer the project including actions such as email, phone calls, meetings, invoice coordination, schedule and budget supervision, reporting, etc. We anticipate meeting with City staff two additional times outside of the kickoff meeting. Meetings are assumed as conference calls. It is assumed one hybrid meeting will be performed with at least the project manager coming to Ellensburg.

Task 5. Quality Control

A supervising engineer with our firm will provide principal quality control for this project, as it pertains to traffic studies, project designs, and bid support.

BUDGET AND SCHEDULE

We propose this as a time and materials (T&M) project with a consultant budget of **\$61,400** estimated for Phase II services rendered. A breakdown of our consultant budget has been attached. Tasks or services not desired (by the city) can be reduced from the scope with budget adjusted accordingly (i.e., not invoiced), per the attached schedule. Additional services not identified could be subject to a scope and budget change order, as subject to approval by the City Engineers office.

The team will anticipate submitting a final bid package to Ellensburg in late Winter of 2024. The schedule for this project is below. The schedule assumes that there are no ROW issues that could delay the project.

- ◆ September 29th, 2023 – Contract Development Complete, Kick-Off Meeting
- ◆ November 30th, 2023 – Submittal of 60% Plans, Estimate, and Design Documentation.
- ◆ December 1st, 2023 – Submittal of 90% Plans, Special Provisions, and Estimate
- ◆ January 13th, 2024 – Submittal of 100% Plans, Special Provisions, and Estimate
- ◆ February 17th, 2024 – Submittal of Final Bid Package to City
- ◆ March 1st, 2024 – Advertise Project
- ◆ March 22nd, 2024 – Open Bid and Award Project
- ◆ Summer of 2024 – Construction Contract and Construction Window

SUMMARY

Ardurra will develop designs for the Bull Road and Mountain View Avenue signal. This design includes periodic draft submittals of plans, specifications, and an engineer's estimate (PS&E); bid support; design documentation; and geotechnical exploration. Construction support services, or any additional services may be subject to a scope and budget amendment. Please contact our office if you have questions or wish to modify the scope assumptions to better suit the needs of the city.

William (Bill) White
Office Manager/ Transportation Planning Manager
Ardurra Spokane



Meeting Date: October 2, 2023
City of Ellensburg
City Council Agenda Report

Agenda Subject: Project Acceptance - Bid Call 2022-11, Middle Reach Reecer Creek Flood Hazard Reduction and Floodplain Restoration Project

Submitted by: Josh Mattson, Assistant City Engineer

Department: Public Works & Utilities

Suggested Motion/Action:

Move to accept Bid Call 2022-11 as complete and authorize additional requested budget expenditures.

Background/Summary:

The construction of the Middle Reach Reecer Creek Flood Hazard Reduction and Floodplain Restoration Project was completed in May 2023.

West Ellensburg is frequently flooded by Reecer Creek. Referred to as the “middle reach” of Reecer Creek, the unnatural perched location of this area results in the loss of normal floodplain storage and conveyance functions. The area includes over 100 homes, businesses, and critical infrastructure such as City roads, a communications facility, and an electrical switching yard. Many properties in this area have been severely impacted by flooding; however, obtaining accurate economic loss information is difficult because most properties are not in the regulatory floodplain and do not carry flood insurance. Therefore, their flood losses are not tracked. Another challenge is that the lost floodwater does not return to Reecer Creek. This has resulted in a disrupted sediment transport regime that will tend to increase flooding problems over time.

Project elements included a new precast concrete bridge crossing, partial construction of a set-back levee, and excavation of shallow floodplain swales. The new bridge was installed east of the current Reecer Creek Dolarway Road Bridge and is 35 feet wide. It is sized to convey the estimated Reecer Creek left bank 100-year floodwater overflow, plus the 100-year discharge for Whiskey Creek. Along with transmitting Reecer Creek overflows into the lower reach, the bridge can serve as a channel crossing if Whiskey Creek is relocated in the future. The south end of the setback levee was constructed with this project and the northern portion will be constructed with a future phase. The levee is to provide flood protection for west Ellensburg. The floodplain swales will collect and convey overflows to the new bridge crossing in a controlled manner, preventing scour and reducing risk of levee breach.

The City of Ellensburg was successful in securing partial funding for the project through a Floodplains by Design grant award from the Washington State Department of Ecology in 2014. Those funds were used to acquire the business lots along Enterprise Way where schedule B was constructed. The project was performed in five schedules:

Schedule A - Dolarway Culvert and related roadway work
Schedule B – Floodplain swale and setback levee
Schedule C – Gas Main Relocation (in Dolarway)
Schedule D – Underground Power Relocation (in Dolarway)
Schedule E – Water Main Relocation (in Dolarway)

The project included a “base bid” consisting of Schedules A, C, D and E. Schedule B was designated as an “additive bid”, which the City elected to award in addition to the base bid.

Aspect Consulting LLC designed and prepared bid specifications for this project, Bid Call #2022-11. City staff provided construction contract administration with assistance from Aspect Consulting for contractor questions, submittal review, and geotechnical work approvals.

Staff has recently received the necessary project closeout paperwork from the contractor and Council is now being requested to accept the project as complete.

Previous Council Action:

In 2018 Council approved the contract to ASPECT Consulting to design the bridge/culvert and levee on Dolarway for \$211,541.00 out of the Stormwater Utility budget. Subsequently, the County made changes to the flood maps in that region, and the bridge and levee had to be re-designed to meet the new FEMA requirements for certification. The original contract with Aspect was amended to add \$30,711.00 to pay for the redesign, which Council approved on December 3, 2020. In that same year, Council authorized a five million dollar bond to pay for the land acquisition and construction of the project on February 3, 2020. Council later authorized an Interlocal Agreement with the County Flood District to continue certification work with Aspect and FEMA on March 16, 2021.

August 15, 2022 Regular Council Meeting - Council awarded the above-mentioned project to Hurst Construction, LLC.

Analysis:

The original contract amount bid for the project was \$2,183,607.16. Approved change orders for extra work increased the final contract amount to \$2,271,029.55. Additional costs were incurred primarily for Schedules A and B due to increases in traffic control signage and variations in the site conditions compared to the project plans.

Financial Impact:

The total project cost was \$2,271,029.55, with the bid schedule breakdown shown below:

Schedule A – Dolarway Culvert and related roadway work - \$1,599,947.91
Schedule B – Floodplain swale and setback levee - \$499,336.87
Schedule C – Gas Main Relocation (in Dolarway) - \$30,883.34
Schedule D – Underground Power Relocation (in Dolarway) - \$27,241.10
Schedule E – Water Main Relocation (in Dolarway) - \$68,323.50
Change Order 1 (Gas) - \$3,598.31
Change Orders 2-4 (Schedule A) - 41,698.51

Adequate funding exists within the 2022 and 2023 Stormwater Bond budgets for Schedules A and B and Change Orders 2 through 4. Additional spending authority of \$83,824.08 for the Stormwater Bond Budget is needed due to project cost increases. Adequate budget exists within the 2022 and 2023 Gas Budgets for Schedule C and Change Order 1. Additional spending authority for the Gas Budget of \$3,598.31 is needed due to project cost increases. Adequate budget also exists within the 2022 and 2023 Light and Water Budgets for Schedules D and E, respectively.

Budget Adjustment: Yes

Attachments:

None

VOUCHER APPROVAL

I, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED, OR THAT ANY ADVANCE PAYMENT IS DUE AND PAYABLE PURSUANT TO A CONTRACT OR IS AVAILABLE AS AN OPTION FOR FULL OR PARTIAL FULFILLMENT OF A CONTRACTUAL OBLIGATION, AND THAT THE CLAIM IS A JUST, DUE AND UNPAID OBLIGATION AGAINST THE CITY OF ELLENSBURG, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIM.


AUDITING OFFICER

9/29/23
DATE

CLAIMS VOUCHERS AUDITED AND CERTIFIED BY THE AUDITING OFFICER HAVE BEEN RECORDED ON THE ATTACHED LISTING, WHICH HAS BEEN MADE AVAILABLE TO THE COUNCIL AS OF THIS **2ND DAY OF OCTOBER 2023**. THE COUNCIL, BY A VOTE, HAS APPROVED FOR PAYMENT THE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS:

Claims Fund				Total Amounts
Check #'s	163356	TO	163501	\$ 1,030,973.42
EFT #'s	6463	TO	6479	\$ 496,445.45
Treasure Cash				Total Amounts
EFT #'S	183		190	\$ 123,605.18
Payroll Fund				Total Amounts
Check #'s	96096	TO	96105	\$ 13,308.86
Direct Deposits	75239	TO	75473	\$ 463,210.53

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

ATTEST: _____
CITY CLERK



Meeting Date: October 2, 2023
City of Ellensburg
City Council Agenda Report

Agenda Subject: Board and Commission Appointments (Public Comment Opportunity)
Submitted by: Cynthia LaChappelle-Mathis, Executive Assistant
Department: City Manager

Suggested Motion/Action:

Motion to approve the appointment of Phil Backlund to the Diversity, Equity & Inclusion Commission.

Background/Summary:

There is one vacancy on the Diversity, Equity & Inclusion Commission and two applications for appointment. The applications for appointment were forwarded to the staff member assigned to the Diversity, Equity & Inclusion Commission to process for consideration of the appointment.

Previous Council Action:

None

Analysis:

As directed by Council, the applicants requesting appointment have completed the preliminary process of attending a meeting and have been interviewed by a subcommittee of the Commission. The Diversity, Equity & Inclusion Commission is recommending that Phil Backlund fill the vacancy.

Financial Impact:

None

Budget Adjustment: No

Attachments:

1. B and C Agenda Report Chart 10-2-23
2. Phil Backlund Recommendation For Appointment
3. Phil Backlund Application

Boards and Commissions	Affordable Housing Commission	Arts Commission	Civil Service Commission	Diversity, Equity & Inclusion Commission	Ellensburg Business Development Authority Board	Environmental Commission	Landmarks and Design Commission	Library Board	Lodging Tax Advisory Committee	Parks and Recreation Commission	Planning Commission	Public Transit Advisory Committee	Senior Citizens Advisory Commission	Utility Advisory Committee
MEMBERS	7	7	3	9	9	7	7	7	7	7	7	7	7	7
Residency Requirements	Y	N	Y	Y	N	Y	Y	Y	N	Y	Y	N	N	Y
Current Members within City Limits	6	5	2	8	5	6	7	6	2	7	7	7	3	5
Current Members Outside City Limits	1	2	0	0	4	0	0	1	3	0	0	0	2	1
Current Members Outside but in UGA	0	0	0	0	0	0	0	0	0	0	0	0	0	0
VACANCIES	0	0	0	1	0	1 (EHS)	0	0	2	0	0	0	2	1 (Tele)
APPLICANTS														
Phil Backlund				1st										



To: City Council
From: Diversity, Equity & Inclusion Commission
Date: September 11, 2023
Re: Recommendation of Reappointment

Phil Backlund submitted an application for appointment to the Diversity, Equity & Inclusion Commission on August 27, 2023. He attended the January 10, 2023 Diversity, Equity & Inclusion Commission meeting.

The Diversity, Equity & Inclusion Commission subcommittee consisting of Councilmember and Commission Chair Nancy Goodloe, Commission member Amber Hoefer, and commission staff member Nicole Klauss, conducted the interview on September 7, 2023.

The commission interviewed two applicants. Based on the interviews, the subcommittee is recommending that the City Council appoint Phil Backlund to a three-year term with the Diversity, Equity & Inclusion Commission.

Print

Application for Appointment - Submission #6639

Date Submitted: 8/27/2023

Application for Appointment

For volunteering to serve on a Board or Commission

Boards & Commissions*

Diversity, Equity, and Inclusion

Have you attended a meeting for the board or commission you are applying to?*

Yes

Name of Applicant:*

Phil Backlund

Address*

[REDACTED]

Mailing Address (If Different)

[REDACTED]

City*

Ellensburg

State*

WA

Zip*

98926

Email Address*

[REDACTED]

Phone Number*

[REDACTED]

Length of Residency in Kittitas County*

44 years

Do you live within the city limits?*

☒ Yes

☐ No

ECC 1.12.120 Residency qualification. Except where a commission, board or committee specifically requires city residency as a condition of appointment, members of all other commissions, boards and committees shall maintain residency within the Kittitas County limits. "Residency," as used herein, means residing within the city or county limits, as applicable, both at the time of appointment and for at least 270 days within each calendar year for the duration of the member's term, but shall not include any period for which a member is absent due to military service.

If applying for the Sr. Citizens' Advisory Board, are you at least 55 years of age?

☐ Yes

☐ No

Occupation Status and Background:*

I retired from Central Washington University after 36 years as a professor of Communication Studies.

Organization Affiliations:*

I am a member and past president of Ellensburg Morning Rotary club. I am a certified mediator with the Dispute Resolution Center of Yakima and Kittitas County and treasurer of the local Methodist Church. I am secretary and member of the FISH Board of Directors.

Why are you seeking appointment?*

I have a long-standing interest in working with other cultures beginning in the 1980s when my wife and I ran a local foreign exchange student program. At CWU. I taught intercultural communication. However, I didn't want to teach that class until I had lived in another culture. In 2001, we moved to Hong Kong to teach there. Over the next fifteen years, we lived in Hong Kong and Macau China for about three years. In addition, we taught in Pakistan, South Sudan, and Tanzania. While those experiences have given me some insight to working with diverse people, my primary motivation for seeking appointment to do what I can to support the community of Ellensburg. I have been a resident of Ellensburg for forty-four years and very much appreciate our community. I want everyone to feel welcome and appreciated. I believe I have the background, skills, and drive to be a positive addition to the Commission.

Will you be able to attend meetings regularly if appointed?*

☒ Yes

☐ No

If your first choice, as listed above, is not available, which other boards or commissions would you be interested in serving on?

Boards & Commissions

Parks and Recreation Commission

Boards & Commissions

Landmarks and Design Commission



Meeting Date: October 2, 2023
City of Ellensburg
City Council Agenda Report

Agenda Subject: Public Transit Advisory Committee (PTAC) Appointment of Central Washington University (CWU) member. (Public Comment Opportunity)

Submitted by:

Department: City Manager

Suggested Motion/Action:

Move to approve the appointment of Charles Johnson to the PTAC.

Background/Summary:

ECC 1.84.020 gives CWU the authority to designate a member to be appointed to PTAC. The Associated Students of CWU (ASCWU) has designated Charles Johnson for appointment to PTAC. Charles will be replacing Solomon Kairu.

Previous Council Action:

N/A

Analysis:

N/A

Financial Impact:

None

Budget Adjustment: No

Attachments:

1. CJohnson Memo
2. Charles Johnson - Email

From: [Betsy Dunbar](#)
To: [Cynthia LaChappelle-Mathis](#)
Subject: Re: PTAC Opening
Date: Monday, September 11, 2023 10:55:18 AM
Attachments: [image001.png](#)
[Outlook-rqrwhvc2.png](#)

Cyndi,

We did get a ASCWU appointment. His name is Charles Johnson. Here is his email address.

ASCWU.Senate@cwu.edu

Kind Regards,

Betsy Dunbar

Transit Manager | **City of Ellensburg**

Ph. (509) 925-8680

Fax: 509-223-7827

dunbarb@ci.ellensburg.wa.us

www.centraltransit.org



E-mail to and from this address may be subject to public disclosure under Washington's Public Records Act.

Hi Betsy,

I was able to get confirmation yesterday that Charles Johnson, ASCWU Senate Speaker, will be serving as the ASCWU rep on PTAC for this academic year. I've copied Charles on here for ease, but please feel free to add him to the invites using the attached email address.

Welcome Charles!

Best,
Joey

 <https://www.cwu.edu/brand/sites/cts.cwu.edu.brand/files/images/CWU-brand-logos/PNG/cwu-logo-min.png>

Joseph Bryant (he/him/él)

Executive Director, *Student Rights & Responsibilities*

ASCWU Executive Board Co-Advisor

ASCWU Student Senate Advisor

S&A Fee Committee Advisor

Bouillon Hall 205

Office: 509-963-1817

Email: Joseph.Bryant@cwu.edu



Meeting Date: October 2, 2023
City of Ellensburg
City Council Agenda Report

Agenda Subject: Public Hearing (Legislative) - 2024 Proposed Revenue Sources Including Property Tax (Public Comment Opportunity)

Submitted by: Jerica Pascoe, Finance Director

Department: Finance

Suggested Motion/Action:

Conduct Public Hearing to Consider 2024 Proposed Revenue Sources Including Property Tax (no other action required).

Background/Summary:

A public hearing is being held for the purpose of City Council consideration of, and receiving public comment on, the proposed 2024 revenue sources supporting the activities of the General Fund.

As set forth by RCW 84.55.120 and RCW 35A.33.135, the City Council shall receive information on the estimated General Fund revenues from all sources for the current year as well as estimates for the following budget period. Council must also hold a public hearing on revenue sources for the taxing district's following years' current expense budget. For purposes of RCW 84.55.120, "current expense budget" means that budget which is primarily funded by taxes and charges and reflects the provision of ongoing services. It does not include capital, enterprise, or special assessment budgets. The hearing must include consideration of possible increases in property tax revenues and must be held prior to the consideration of adopting an Ad Valorem Tax Ordinance for 2024.

Previous Council Action:

Analysis:

Estimated 2024 revenues have been prepared to determine the availability of revenue to support the City's financial needs of the general government in 2024. The City's 2023-2024 biennial budget considers the estimated available revenues and anticipated financial requirements, and recommends an amount to be raised by ad valorem taxes in 2024. General Fund revenue estimates are presented in the attachment titled "General Fund 2024 Revenue Sources."

Upon conclusion of this public hearing on revenue sources, first reading of the 2024 Ad Valorem Tax Ordinance will be scheduled for Council's November 6, 2023 meeting.

Financial Impact:

None at this time.

Budget Adjustment: No

Attachments:

1. General Fund 2024 Revenue Sources



CITY OF ELLENSBURG

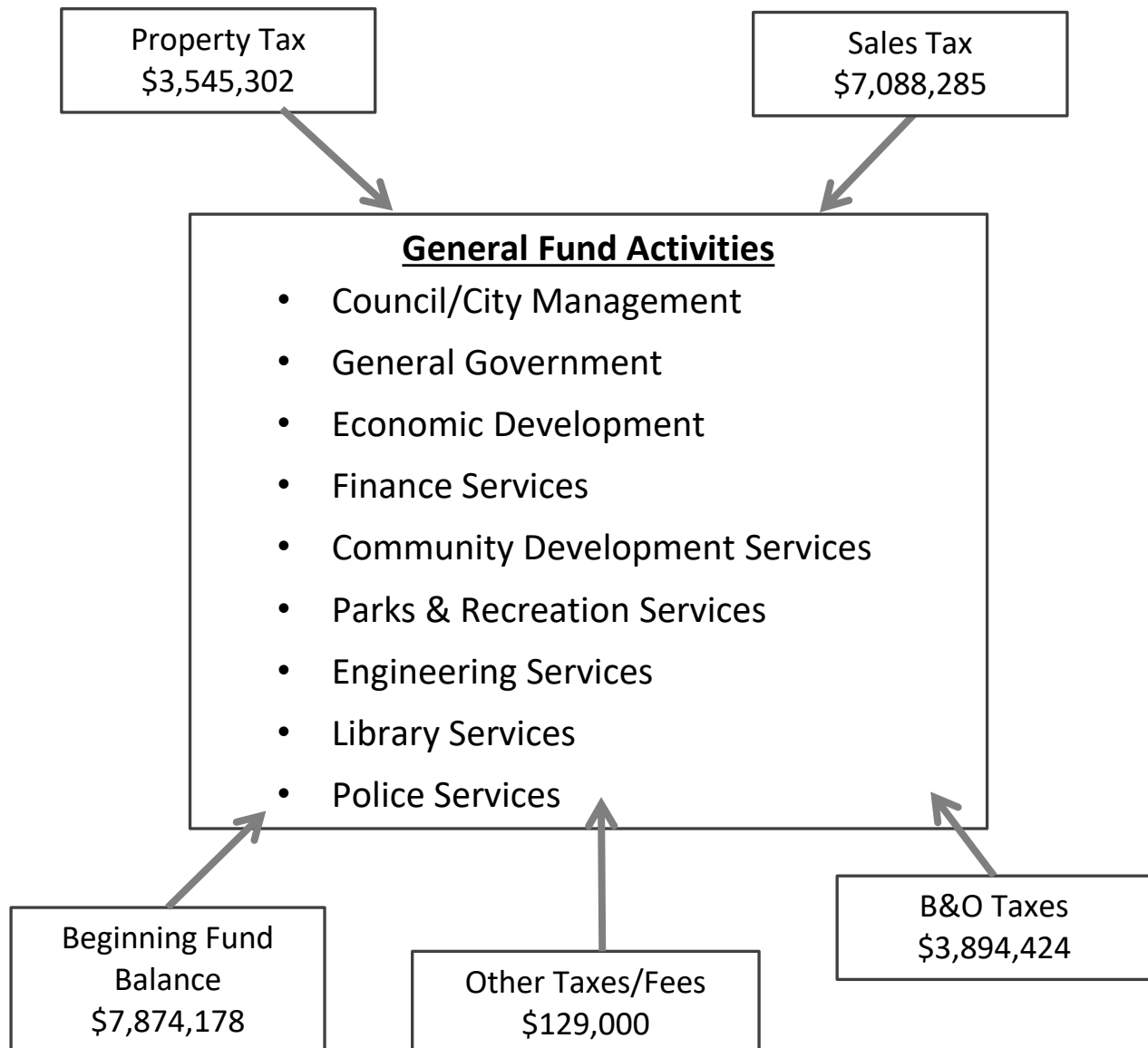
PUBLIC HEARING

General Fund 2024 Revenue Sources

Prepared by: Finance Department
As of 9/15/23

CITY OF ELLENSBURG

2024 GENERAL FUND PROJECTED REVENUES



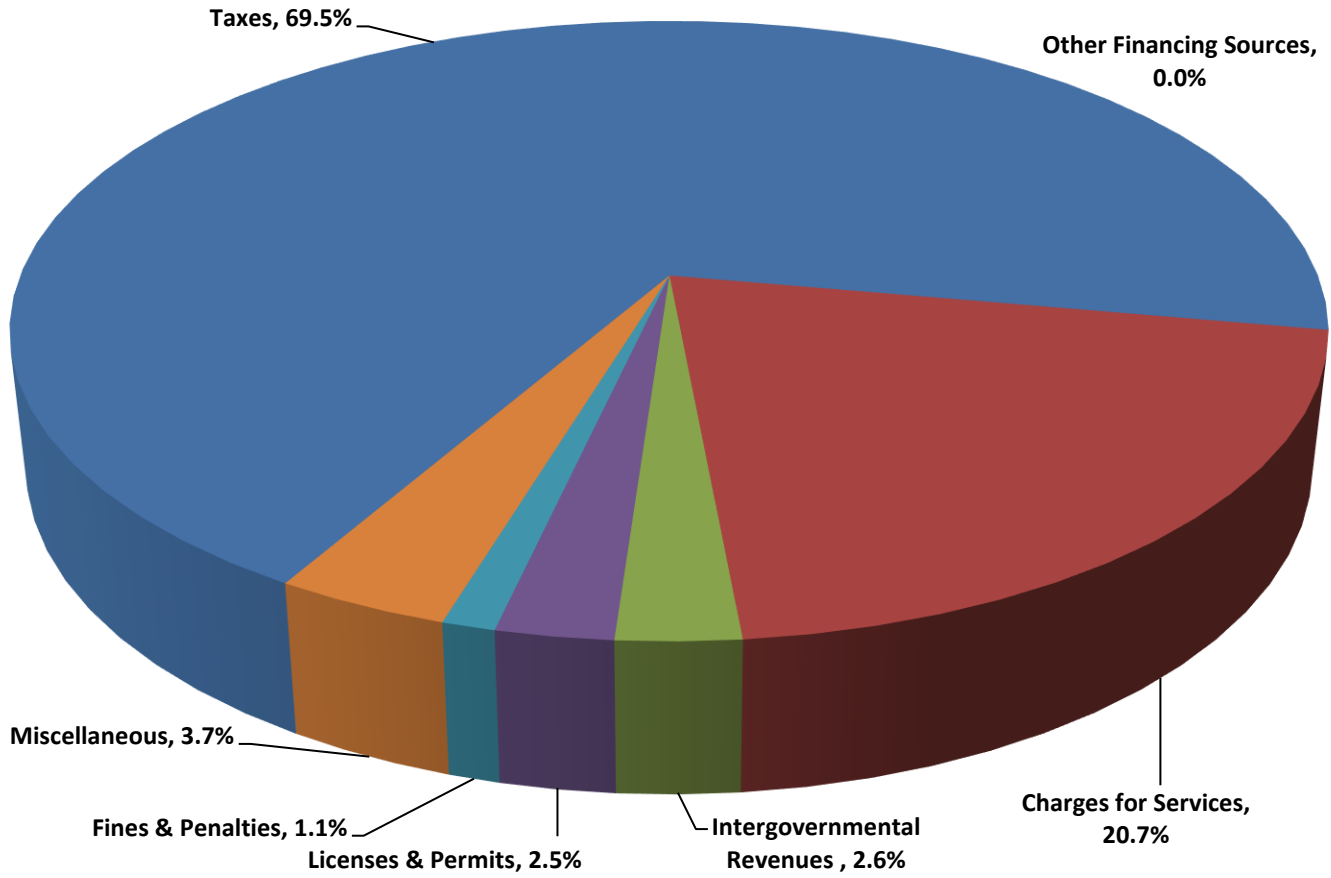
"General Fund" includes the following city funds: City General, Sales Tax Reserve, Art Acquisition, Hal Holmes Trust, Library Trust and Fire Relief and Pension.

Interfund transfers between "General Fund" funds have been removed.

City of Ellensburg

2024 PROJECTED Revenues - General Fund

General Fund Revenue Sources

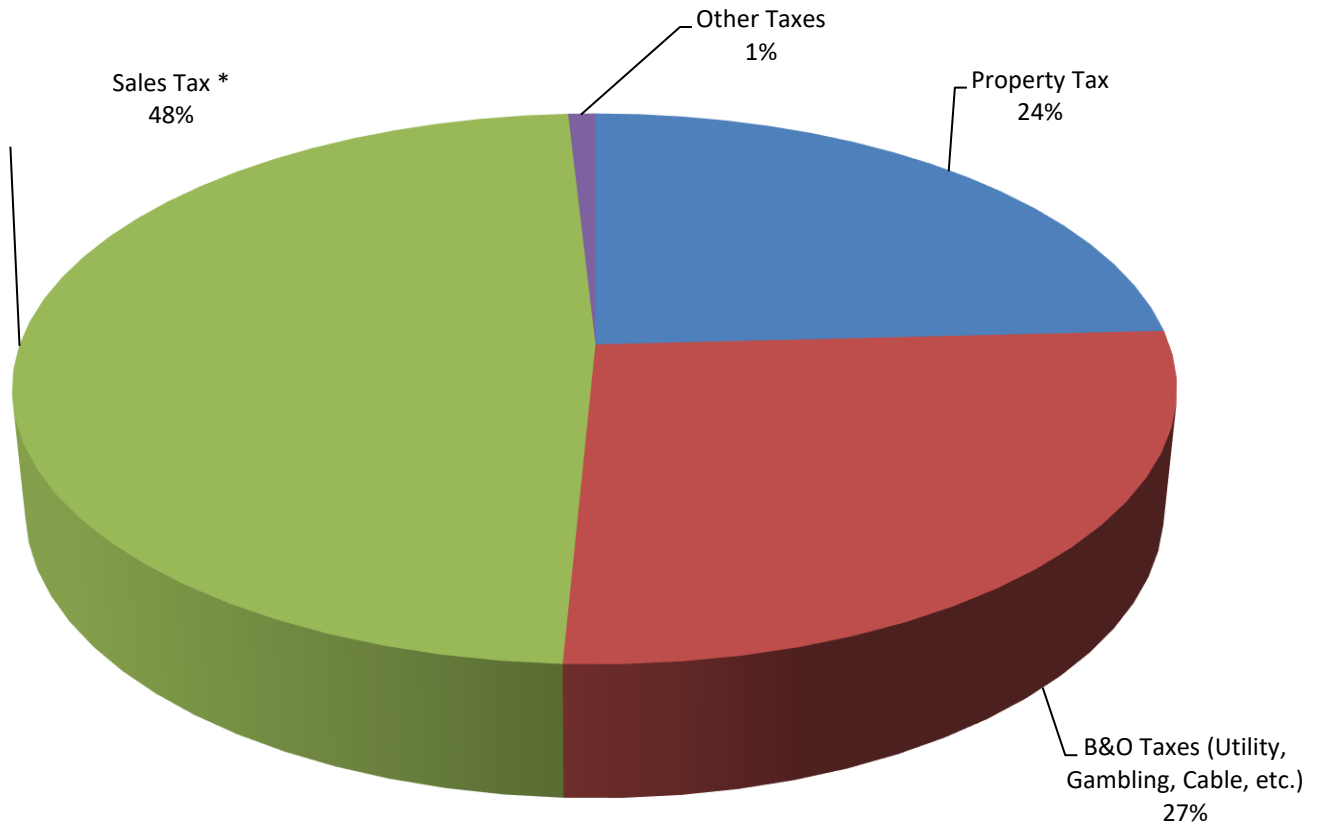


Taxes	69.5%	\$14,657,011
Charges for Services	20.7%	4,369,362
Intergovernmental Revenues	2.6%	547,060
Licenses & Permits	2.5%	518,067
Fines & Penalties	1.1%	234,795
Miscellaneous	3.7%	770,620
Other Financing Sources	0.0%	-
Total Revenue		21,096,915
Estimated Beginning Fund Balance		7,874,178
Total General Funding Sources		\$28,971,093

Graph percentages are rounded and may have a 1% rounding error

City of Ellensburg

2023/2024 Revenues - General Fund Taxes



	2023 Estimates	2024 Estimates	2024 Budget
Property Tax	\$3,510,200	\$3,545,302	\$3,652,565
B&O Taxes (Utility, Gambling, Cable, etc.)	3,795,238	\$3,894,424	3,509,218
Sales Tax *	7,088,285	\$7,088,285	7,176,321
Other Taxes	129,748	\$129,000	227,793
Total	\$14,523,471	\$14,657,011	\$14,565,897

* includes dept 011 local criminal justice but does not include fund 130 3/10 cents tax, 172 1/10 affordable housing, or fund 127 2/10 transit tax

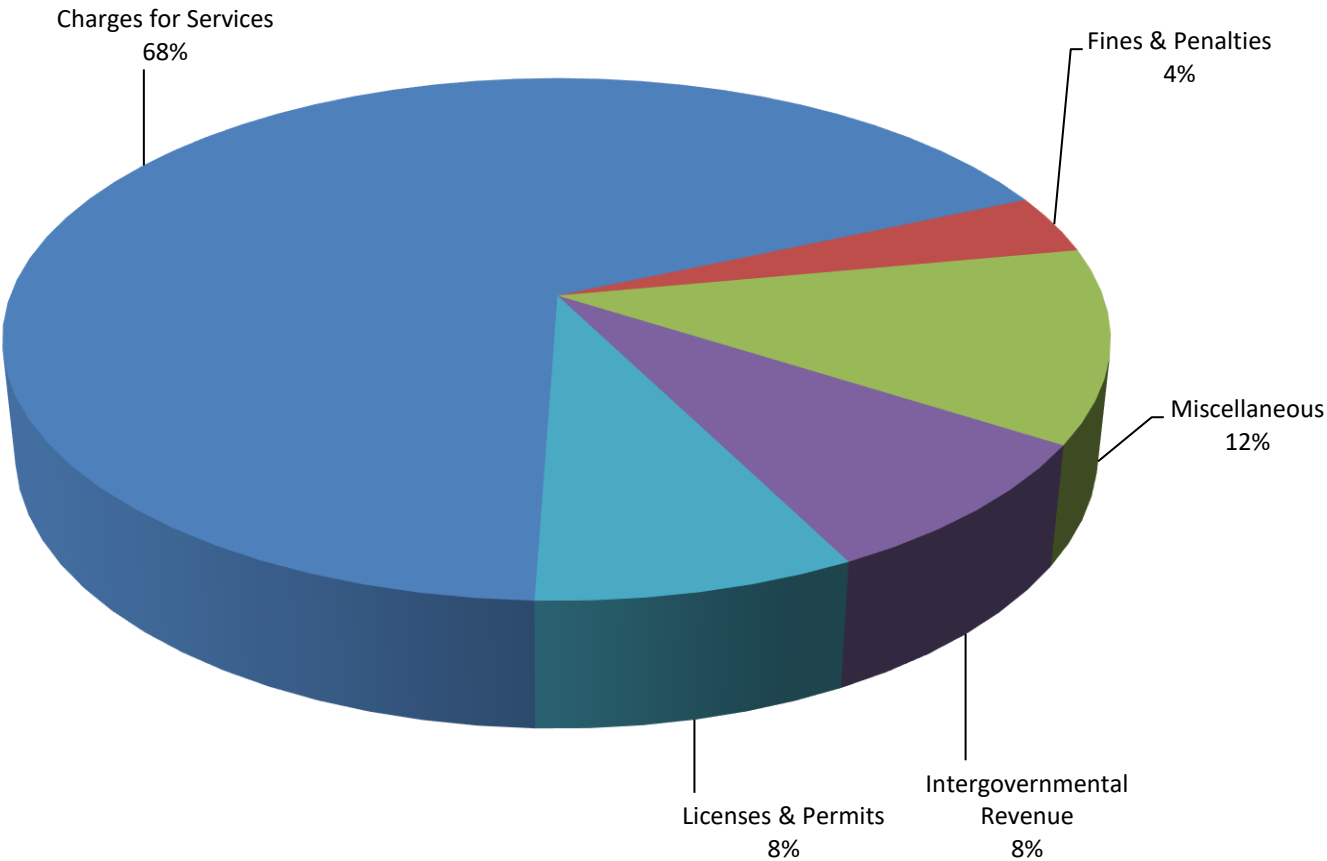
2023 Estimates based on 06/30/23 projections

Graph percentages are rounded and may have a 1/10% rounding error

City of Ellensburg

2023/2024 Revenues - General Fund

Other Revenues



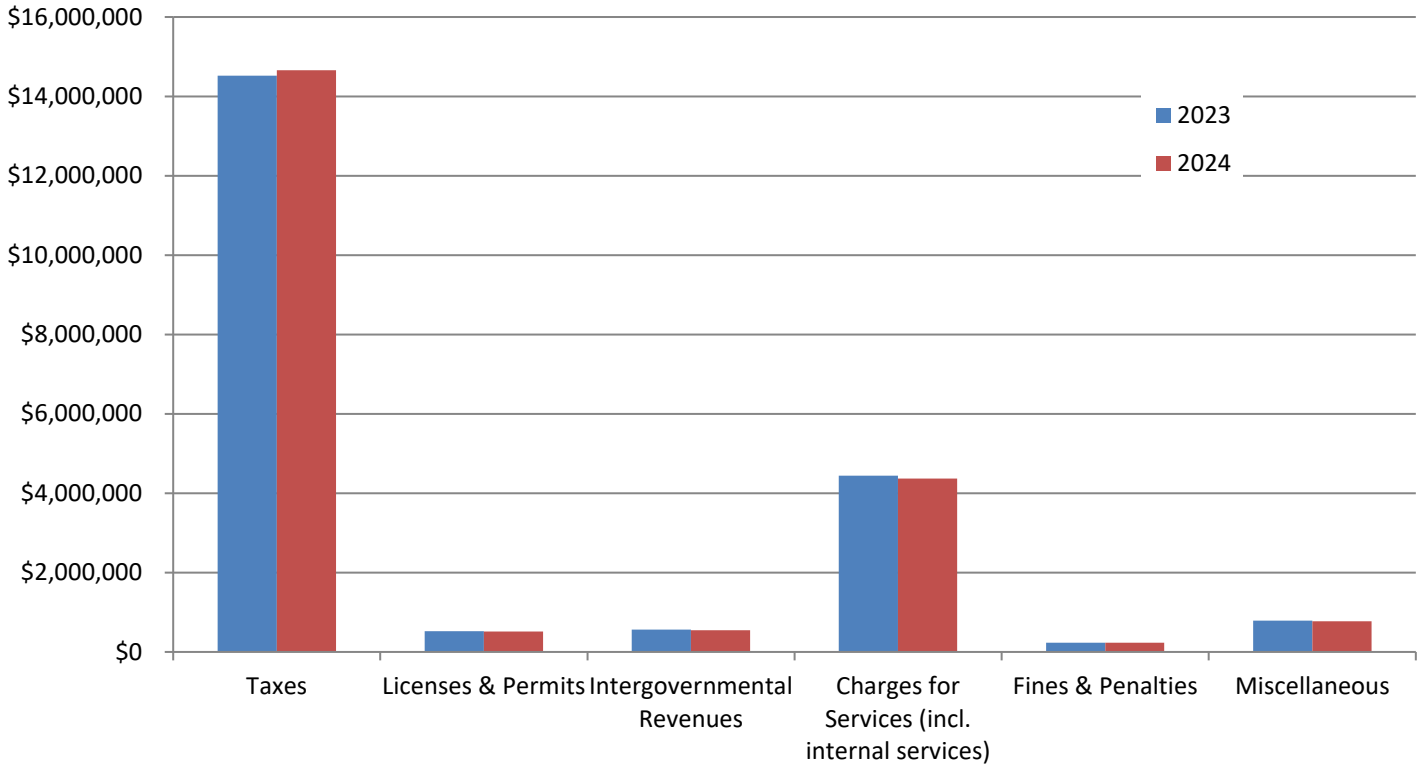
	2023 Estimates	2024 Estimates	2024 Budget
Charges for Services	\$4,438,876	\$4,369,362	4,431,032
Fines & Penalties	231,950	234,795	235,000
Miscellaneous	792,062	770,620	338,760
Intergovernmental Revenue	566,328	547,060	546,087
Licenses & Permits	518,843	518,067	502,623
Total Other General Fund Revenue	\$6,548,059	\$6,439,904	\$6,053,502

Graph percentages are rounded and may have a 1/10% rounding error

City of Ellensburg

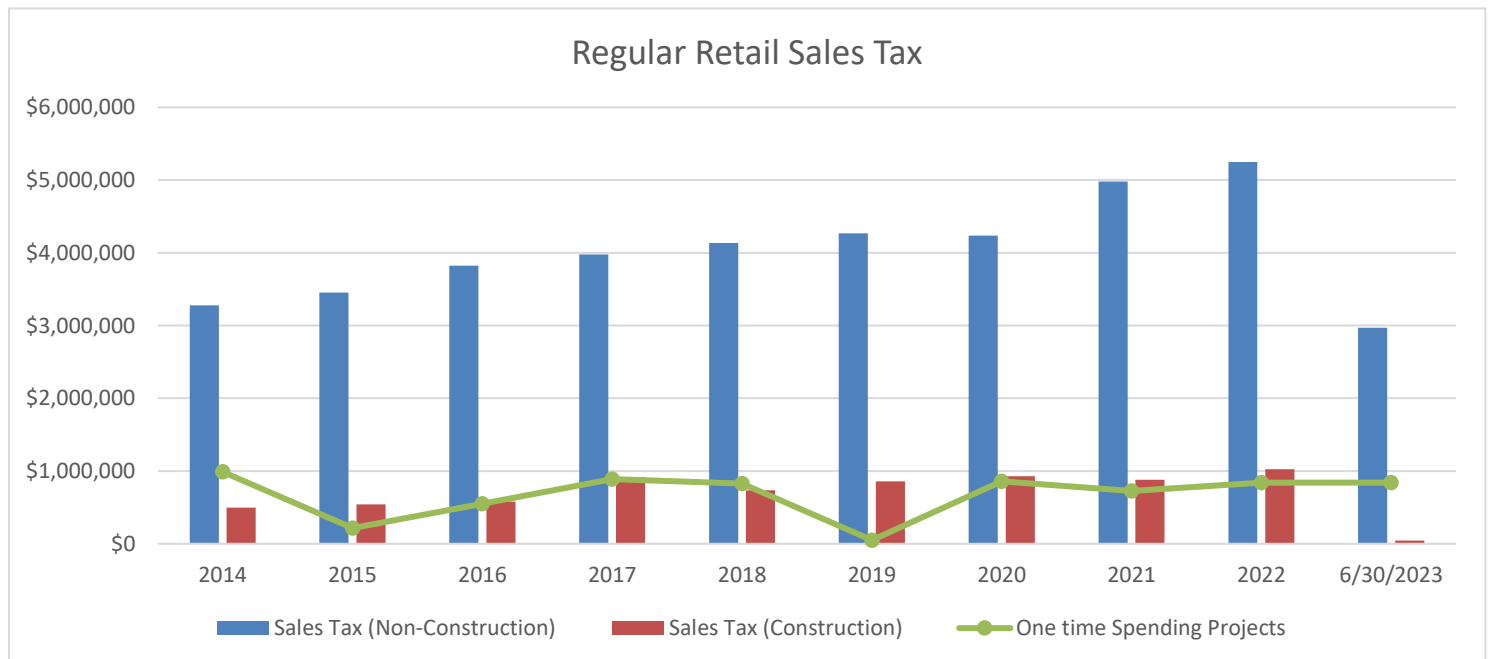
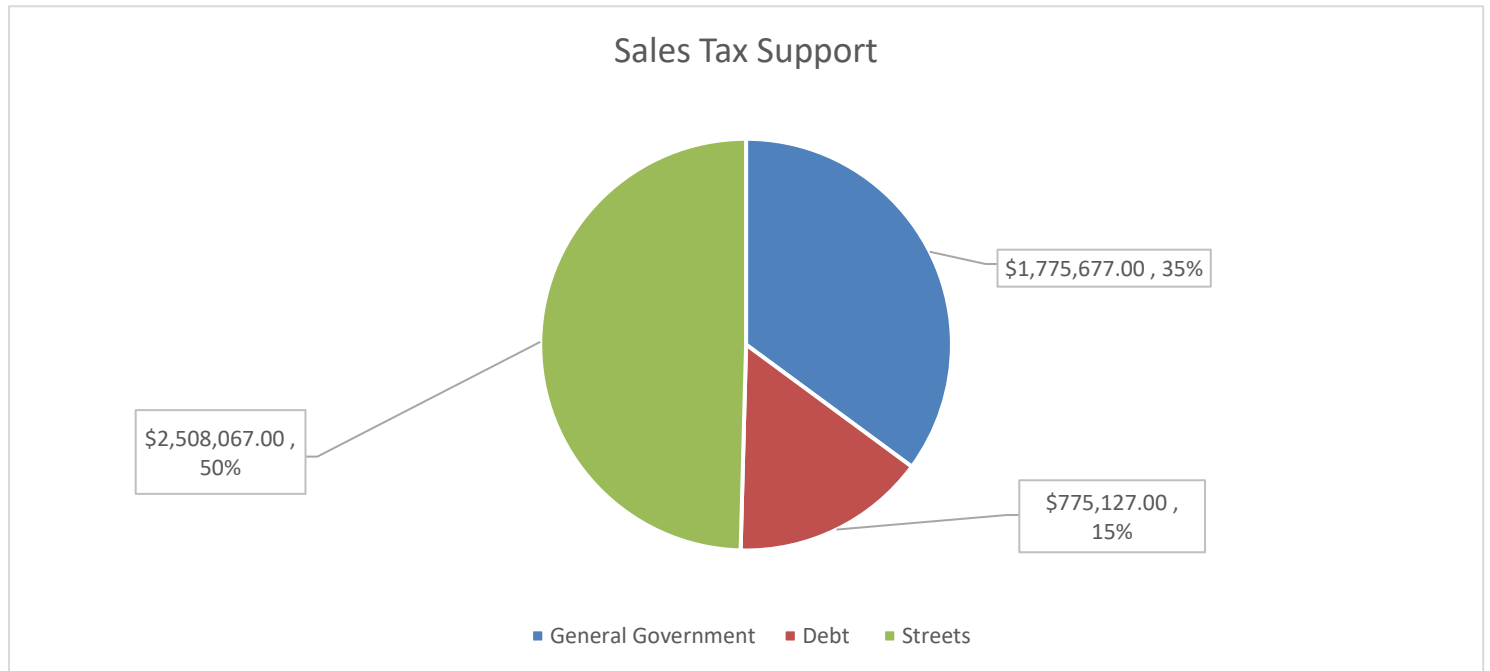
2023/2024 Projected Revenues - General Fund

By Major Source

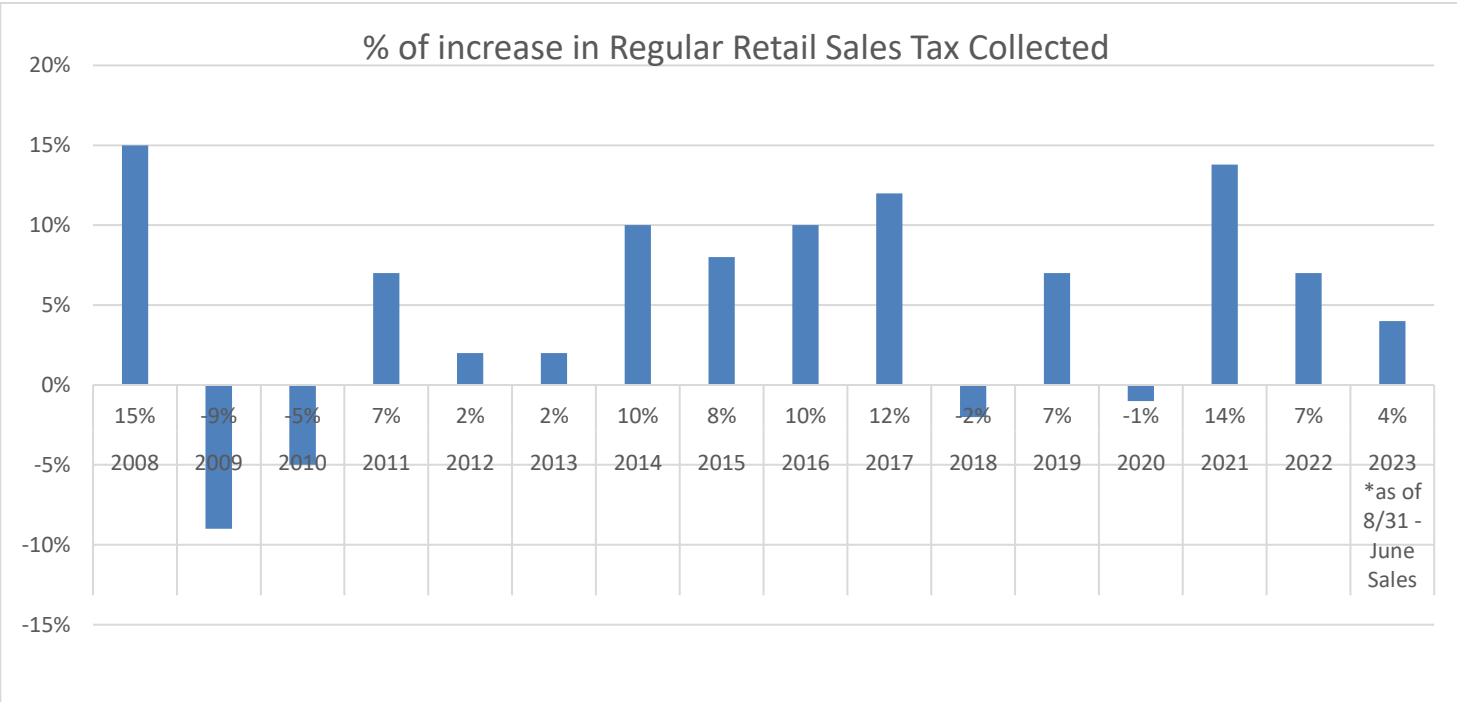


	2023 Estimates	2024 Estimates	% Change
Taxes	\$14,523,471	\$14,657,011	0.9%
Licenses & Permits	518,843	518,067	-0.1%
Intergovernmental Revenues	566,328	547,060	-3.4%
Charges for Services (incl. internal services)	4,438,876	4,369,362	-1.6%
Fines & Penalties	231,950	234,795	1.2%
Miscellaneous	792,062	770,620	-2.7%
Total Revenue	21,071,530	21,096,915	0.1%
Budgeted Beginning Fund Balance	9,810,043	7,874,178	-19.7%
Total General Fund Revenues & Funding Sources	\$30,881,573	\$28,971,093	-6.2%

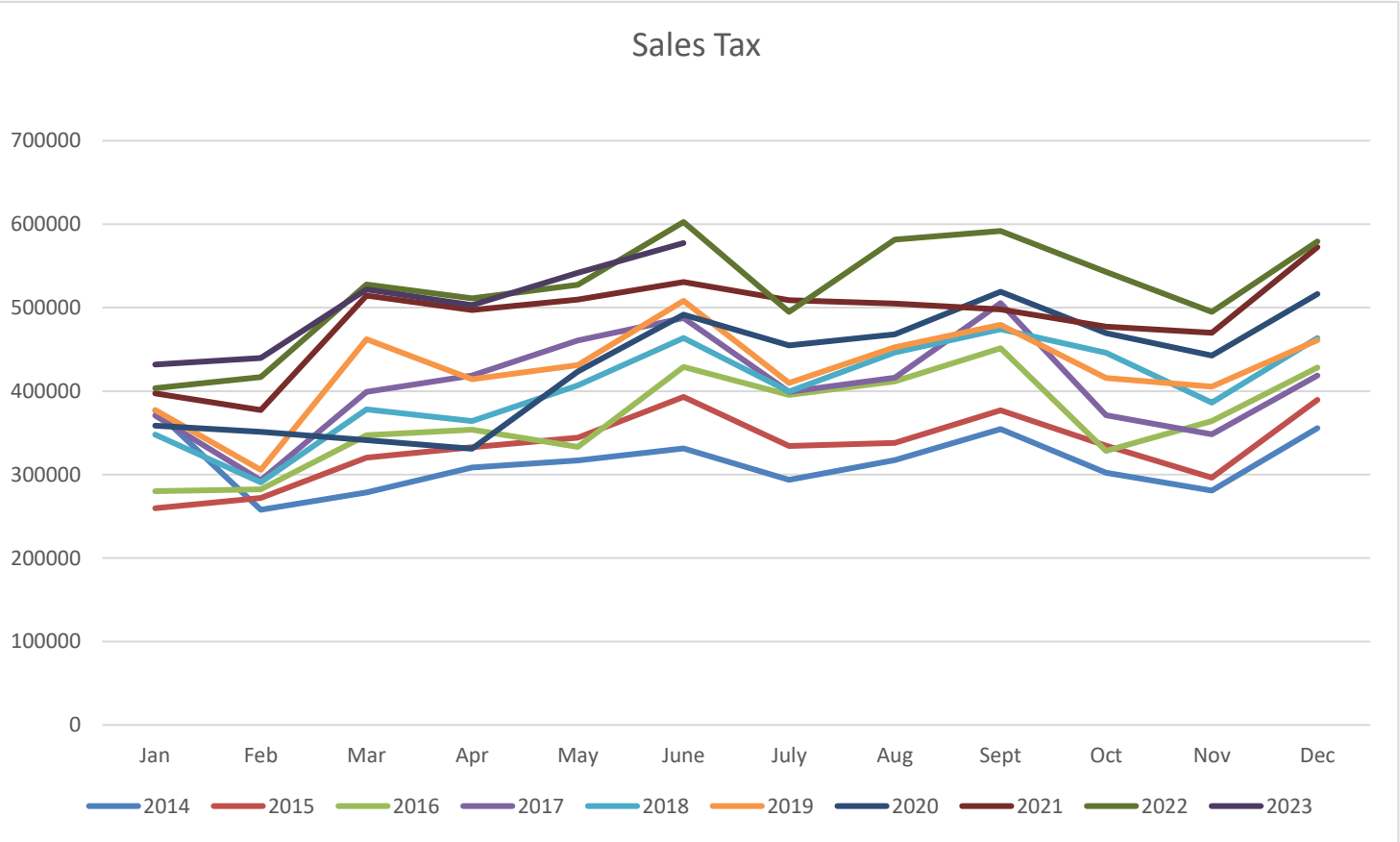
2024 Sales Tax Support



* One Time Spending Projects includes Arterial Street Support



* 2018 decrease is from going to cash basis reporting in 2018
 **2023 as of June 2022 sales





Meeting Date: October 2, 2023
City of Ellensburg
City Council Agenda Report

Agenda Subject: Public Hearing (Legislative) to Consider 2023 Annual Comprehensive Plan Amendments and Conduct First Reading of Ordinance 4926 (Public Comment Opportunity)

Submitted by: Jeremy Johnston, Planning Manager

Department: Community Development

Suggested Motion/Action:

1. Move to Approve the Comprehensive Plan Amendments for Docket Items 23-01, 23-02, 23-03, 23-05 as recommended by the Planning Commission and disapprove Docket Item 23-04, as recommended by the Planning Commission; and
2. Move to conduct first reading of Ordinance 4926.

Background/Summary:

Five proposed amendments to the Comprehensive Plan were submitted during this year's annual docketing process. The submittal forms for the docketed amendments are included with this report (Exhibits A and B), indicating who submitted the proposal and the rationale provided by the applicant/staff for the proposed amendment. Exhibit A is specific to the City Capital Improvement Plans. Exhibit B includes the remaining four amendments. Per the requirements of Ellensburg City Code (ECC) 15.250.090(D)(7), a public hearing to consider docketed amendments shall be scheduled for City Council's first regular meeting in October.

Under the requirements of the State Growth Management Act (GMA), the City is allowed to amend its Comprehensive Plan once each year. City Council has adopted a formal amendment process that allows for amendments to be proposed by any member of the community, any City Council member, any City Board or Commission, or City staff.

Previous Council Action:

At its July 17, 2023 meeting, City Council approved a motion to docket five Comprehensive Plan amendments in the 2023 annual docket cycle.

Analysis:

Chapter 15.250.090(D)(8) of the ECC outlines the procedures for the annual Comprehensive Plan update, including public hearing requirements:

The City Council, after a recommendation from staff and the planning commission, and after holding a public hearing, shall make one of the following decisions:

- a. Approval in accordance with the findings and recommendations submitted by the planning commission;
- b. Approval with modifications;

- c. Refer all or part of the plan text or map amendment proposal back to the planning commission;
- d. Refer all or part of the plan text or map amendment proposal to the following year's annual amendment process; or
- e. Disapprove.

The public hearing with the Planning Commission was held on September 14, 2023, to consider and make a recommendation to City Council on each docketed item. Notice of the Planning Commission's September 14, 2023, public hearing was published in the Daily Record on August 29, 2023 (Exhibit E).

PUBLIC NOTICE. Notice of the 2023 annual comprehensive plan amendment process, including timelines and deadlines for submittals, was published in the Daily Record (Exhibit C) and was also advertised on the News Page of the City website. Notice of Council's October 2, 2023, public hearing was published in the Daily Record on September 14, 2023 (Exhibit I).

SEPA AND STATE REVIEW. A Determination of Non-Significance was issued on August 15, 2023 (Exhibit F). On this same date, the 21-day public comment period for the State Environmental Policy Act (SEPA) review process was initiated with a Public Notice in the Daily Record (Exhibit D). The comment period ended on September 5, 2023, with no comments submitted.

The required 60-day notice of intent to adopt Comprehensive plan amendments was submitted to the Washington State Department of Commerce on August 14, 2023 (Exhibit G). An acknowledgement letter from the Department of Commerce was received on the same day (Exhibit H). The 60-day review period will be complete October 13, 2023.

The following five proposals were docketed by City Council for amendments to the Comprehensive Plan:

Docket Proposal 23-01.

This docketing request (Exhibit A) is a proposal to provide an annual update to the 6-Year Capital Improvement Plans (CIP). The CIP fulfills the Growth Management Act requirement that the Capital Facilities element of the Comprehensive Plan include a six-year plan for financing capital facilities for 2024-2029 within projected funding capacities. The CIP is adopted as Appendix A of the Comprehensive Plan. The amendments will address the upcoming budget year. The proponents for this amendment include the following City of Ellensburg departments: Community Development, Parks and Recreation, and Public Works and Utilities.

See Exhibit A for the actual updates to the 6-year Capital Improvement Plans from each city department with a capital facilities budget:

Electric
Information Technology
Natural Gas
Parks and Recreation

Sewer System
Stormwater
Telecommunications
Transportation
Wastewater Treatment
Water System

Various elements of the Capital Improvement Plans have been gathered from other plans previously adopted by the City. The attached Capital Improvement Plan table pertaining to water improvements was pulled from the 2014 Water System Plan, and the wastewater treatment plant and sewer projects were obtained from the Wastewater Treatment Facility Engineering Report adopted by the City in 2015. The Transportation Improvement Plan was approved by the City Council on June 21, 2021. Many of the Parks and Recreation elements were pulled from the Parks and Recreation Plan that was adopted by the City in March 2016.

The Planning Commission recommended approval of this item to the City Council by a vote of 3 to 1.

Docket Proposal 23-02.

This docketing request (Exhibit B - Item 23-02) was submitted by the City's Community Development Department as proposed by the mayor. This amendment would create a Future Land Use / Zoning conversion table within the City of Ellensburg's Comprehensive Plan Land Use section. The purpose of this proposal is to create clear guidance for appropriate zoning options within each land use category.

Current guidance for applicable zoning designations for each future land use category is ambiguous. The addition of this conversion table would provide clarity for both Community Development staff and the public. This proposal would add "Table 7. Future Land Use – Zoning Conversion Table" to the Comprehensive Plan's Land Use section. The table would be located directly below the Future Land Use Map on page 28, concluding the Comprehensive Plans Land Use chapter.

Approval of this amendment would initiate a subsequent amendment to Title 15.300 Zones, Maps, and Designations to create consistency between the Comprehensive Plan and the implementing development regulations.

The Planning Commission recommended approval of this item to the City Council by a unanimous vote.

Docket Proposal 23-03.

This docketing request (Exhibit B - Item 23-03) is a proposal to update the Roadway Functional Classification Map with removal of a Future Minor Collector roadway. This is a citizen-proposed amendment to eliminate a Future Minor Collector roadway that impacts his property.

The portion of the future roadway being removed abuts W Dolarway Road, beginning at parcel 62633, traversing north through the applicant's property before shifting north-west through City owned property and concluding at its proposed intersection with N Potts Road as indicated in the maps provided below.

Community Development staff discussed this proposal with Public Works staff and determined that removal of this roadway would not negatively impact the future Transportation Plan for the City of Ellensburg. The proposed minor collector can be connected with N Potts Road and avoid utilizing the applicant's property.

The Planning Commission recommended approval of this item to the City Council by a unanimous vote.

Docket Proposal 23-04.

This docketing request (Exhibit B Item 23-04) was submitted by Randy and Dan Jensen to Amend the Future Land Use Map for parcels 181933, 171933, 025236, and 191933. All four parcels are currently located within the Community Mixed Use Future Land Use designation. The applicant is requesting a map revision to change the Future Land Use designation to Heavy Industrial.

The parcels listed in this application are currently zoned Commercial Highway within a Community Mixed Use land use designation. As a group, the parcels border a District #2 Fire Station to the east, a veterinary clinic to the west, the Palouse to Cascades Trail to the south, and Vantage Highway to the north. City parcels within the immediate vicinity carry a Community Mixed Use or Public/Institutional Future Land Use designation, which do not allow for industrial zoning.

Several parcels to the north and south of the subject parcels are within County jurisdiction or are unincorporated lands within the urban growth area. Several of these parcels are currently residential in use or undeveloped.

The applicant notes a need for more Heavy Industrial lands within the City of Ellensburg and describes a Heavy Industrial use type as the highest and best use of this property. The complete narrative provided by the applicant can be found in Exhibit B - Item 23-04.

Staff has reviewed the proposal which includes the applicant narrative and considered the proposal's consistency with the Comprehensive Plan and general development patterns of the area. After consideration, staff believes that amending the Future Land Use Map with this revision would not serve the general welfare of the immediate area or the city in general. Staff believes the proposal would create a pocket of Heavy Industrial zoning surrounded by several incompatible current and future uses. While staff agrees that more industrial zoning could be beneficial to the City, we do not believe that the proposed area would be consistent with the general development patterns of the immediate area.

The Planning Commission recommended disapproval of this item to the City Council by a unanimous vote.

Docket Proposal 23-05.

This docketing request (Exhibit B - Item 23-05) was originally submitted by CenterFuse on June 28, 2021. The amendment request suggested various updates to the Economic Development Chapter of the Comprehensive Plan. The item was continued to the 2022 cycle under file number P22-03. Due to staffing and workload issues, the item was again continued

to the 2023 cycle.

The current proposal addresses grammatical issues, general updates, adds a Covid-19 Impact section, expands the Arts and Culture and Business Development sections, and updates Demographic and Household Income data.

The Planning Commission recommended approval of this item to the City Council with the possibility of minor changes to the chapter goals to address equal accessibility to proposed economic development programs, by a unanimous vote.

Financial Impact:

None. The annual docket of comprehensive plan amendments is included in the 2023 Community Development budget.

Budget Adjustment: No

Attachments:

1. Exhibit A - 2023 City of Ellensburg Capital Improvement Plans
2. Exhibit B - City of Ellensburg Comprehensive Plan 2023 Update
3. Exhibit C - Comprehensive Plan Docket Cycle Notice
4. Exhibit D - 2023 Docket Cycle SEPA Notice
5. Exhibit E - Notice of Planning Commission Hearing 2023 Docket Cycle
6. Exhibit F - P23-091 SEPA Determination of Non-Significance
7. Exhibit G - Submittal-Receipt-Email-2023-S-6329
8. Exhibit H - Acknowledge-Letter-2023-S-6329
9. Exhibit I - City Council Public Hearing Notice Docket Cycle and first reading of Ordinance
10. Attachment - Ordinance 4926

APPENDIX A: 6-YEAR CAPITAL IMPROVEMENT PLANS

These 6-Year Capital Improvement Plans are hereby incorporated by reference into the City of Ellensburg Comprehensive Plan as an Appendix to the Capital Facilities and Utilities Chapter. The Capital Improvement Plans will be reviewed and updated annually.



Comprehensive Plan Amendment Proposal

PA-16

Community Development Department

501 N. Anderson, Ellensburg, WA 98926 (509) 962-7239 (Building) (509) 962-7231
(Planning) comdev@ci.ellensburg.wa.us

Application Name: Annual 6-year CIP Docket #: 23-01

OFFICE USE ONLY

OFFICE USE ONLY

Date Application Received: 6-27-2023 Received by: _____

Applicant:

Name: Jeremy Johnston Daytime Phone: 509-962-7232

Mailing Address: 501 N Anderson Street Fax Number: _____

City/State/Zip: Ellensburg, WA 98926

Signature: [Signature]

Professional License No: _____ E-mail: johnstonj@ellensburgwa.gov

Agent/Consultant/Attorney: (mandatory if primary contact is different from applicant)

Name: _____ Daytime Phone: _____

Mailing Address: _____ Fax Number: _____

City/State/Zip: _____ E-mail: _____

Signature _____

Please provide a statement in the space provided below or on an attached sheet as needed for the suggested change(s) to the comprehensive plan with regards to the relevant criteria listed below:

- Detailed statement of the proposal and reason for the amendment including proposed language for amendment;
- Anticipated impacts of the change, including the geographic area affected and issues presented;
- Why existing comprehensive plan should not continue in effect or why existing criteria no longer apply;
- How the change would be compliant with the Growth Management Act;
- How the change would be compliant with the Countywide Planning Policies; and
- How functional plans (e.g. subarea plans, utility plans) and capital improvement programs (e.g. transportation improvement program) support the change.

Annual update to the 6-year Capital Improvement Plans. It is a requirement that the 6-year CIP's are updated on an annual basis for each of the City's utilities and other capital programs. The 6-year CIP's are incorporated into the Comp Plan by reference, as Appendix A of the Capital Facilities and Utilities Chapter.

Table 23. Electric Utility Capital Improvement Plan

Project	2024	2025	2026	2027	2028	2029
Electric System Plan						
Plan Update (every 6 years)	150000					
Capitol Projects						
Berry to Bull Rd Tie			\$ 200,000			
Canyon Rd I90 Crossing Reconductor (D2-1)			\$ 100,000			
Bowers Rd to Reecer Creek Extension (HE-2)					\$ 250,000	\$ 250,000
Feeder 15 Airport Rd to Bender (HE-1)					\$ 150,000	\$ 150,000
Mountain View Reconductor (D2-2)		\$ 500,000				
Sanders to Alder Tie (HE-3)				\$ 80,000		
Sanders to Brick Rd (HE-4)				\$ 175,000		
Anderson/Umptanum Rd Tie	\$ 150,000					
PSE Customer Annexations - Vantage Hwy	\$ 75,000	\$ 75,000				
Gateway II	\$ 125,000	\$ 125,000				
AMI Conversion	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000			
SR97 / Highway 10 Loop	\$ 300,000					
Wildcat Street Feeder System				\$ 315,000		
Street Lighting Laminated / Fiberglass Pole Replacement/ Misc. Lighting Upgrades	\$ 55,317	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Seattle (Willow To Vista View Plat) Extension	\$ 75,000					
Radio Road Conversion					\$ 180,000	
Substation Improvements						
Sub Land Purchase	\$ 225,000					
D1 Dolarway Substation Improvement	\$ 3,000,000	\$ 1,000,000				
TOTAL	\$ 5,155,317	\$ 2,750,000	\$ 1,350,000	\$ 620,000	\$ 630,000	\$ 450,000
Grand total	\$10,955,317.00					

Table 24. Information Technology Capital Improvement Plan

Project	2024	2025	2026	2027	2028	2029
IT Strategic Plan						
Plan Updates (every 3 years)			\$20,000			\$20,000
IT Computer Replacements						
Hardware	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000
Software	\$34,000	\$34,000	\$34,000	\$34,000	\$34,000	\$34,000
Consultant Services	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
IT Enterprise Applications						
Hardware	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Records Management	\$50,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
ERP replacement	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000
Software	\$185,000	\$185,000	\$185,000	\$185,000	\$185,000	\$185,000
Consultant Services	\$100,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
IT Network Resources						
Hardware	\$40,000	\$40,000	\$20,000	\$20,000	\$20,000	\$20,000
Software	\$53,000	\$53,000	\$53,000	\$53,000	\$53,000	\$53,000
Consultant Services	\$32,000	\$32,000	\$32,000	\$32,000	\$32,000	\$32,000
Off Site Data/DR	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Network Cable Upgrades	\$10,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
GIS Strategic Plan						
Plan Updates (every 3 years)		\$15,000			\$15,000	
GIS Enterprise Applications						
GIS - Asset Management System	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
GIS - Permit, licensing, and Service Applications	\$90,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
GIS Network Resources						
Hardware	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Software	\$52,000	\$52,000	\$52,000	\$52,000	\$52,000	\$52,000

Consultant Services	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Total	\$941,000	\$786,000	\$771,000	\$751,000	\$766,000	\$771,000
GRAND TOTAL	\$4,786,000					

Table 25. Natural Gas Utility Capital Improvement Plan

Project	2024	2025	2026	2027	2028	2029
Gas System Planning & Programs						
System Plan Update (every 6 years)			\$120,000			
DIMP Program	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
PSMS Program	\$30,000	\$5,000	\$15,000	\$5,000	\$15,000	\$10,000
Public Awareness Program	\$25,000	\$25,000	\$30,000	\$30,000	\$30,000	\$30,000
System Improvements						
No 6 Road / Vantage Hwy Loop	\$600,000					
Misc System Integrity Looping	\$30,000	\$30,000	\$30,000	\$40,000	\$40,000	\$40,000
Vantage Highway (Gateway II)		\$350,000				
SR97 / Highway 10 Loop	\$200,000					
Pipe Boring under Roads, RR, and Creeks	\$40,000	\$50,000	\$50,000	\$50,000	\$60,000	\$60,000
WWTP RNG Station	\$100,000					
Emission Mitigation Equipment	\$80,000					
Misc System Improvements	\$100,000	\$120,000	\$120,000	\$140,000	\$140,000	\$140,000
Tap/Regulator Station Upgrades						
System Telemetry Upgrades	\$15,000		\$20,000		\$20,000	
Tap Station Land Acquisition	\$120,000					
Kittitas Tap Station Site Improvements		\$450,000				
Cathodic Protection System Improvements						
Anode Bed Replacements	\$160,000					
Cathodic Protection (CP) System Study		\$90,000				
Cathodic Protection Close Interval Survey	\$30,000					
Tap Station CP Interference Testing/Analysis	\$15,000					
Meter/ERT Upgrades/Improvements						
Meter Proving/Refurbish	\$40,000	\$40,000	\$40,000	\$50,000	\$50,000	\$50,000

Meter/ERT Change-Outs	\$140,000	\$200,000	\$200,000	\$140,000	\$140,000	\$140,000
AMI Conversion		\$800,000				
Developments						
Misc System Developments	\$150,000	\$150,000	\$200,000	\$200,000	\$200,000	\$225,000
Total	\$1,880,000	\$2,315,000	\$830,000	\$660,000	\$700,000	\$700,000
Grand total	\$7,085,000					

Table 26. Parks and Recreation Capital Improvement Plan

Project	2024	2025	2026	2027	2028	2029
Rotary Park Fieldhouse	\$25,000,000.00					
Rotary Pavilion Property Development	\$2,500,000.00					
North Alder Street Park Sprayground	\$250,000.00					
IRRP Playground			\$200,000			
Kiwanis Park Skatepark Improvements	\$545,000.00					
Reed Park Improvements	\$200,000.00	\$200,000	\$200,000			
Community Center				\$50,000,000		
McElroy Park Improvements				\$30,000		
Pickleball Court Development (4)		\$110,000				
Rotary Park and Trail Development			\$500,000			\$5,000,000
New Park Acquisition					\$200,000	
Mt. View Park Multi Purpose Court Improvements		\$40,000				
Mt. View Park Tennis Court Development (6)			\$410,000			
PTCSTP Reconnection		\$825,000	\$75,000	\$200,000	\$500,000	\$300,000
Yakima River Trail			\$750,000			
Irene Rinehart Park Improvements						\$1,827,000
Kleinberg Park Improvements					\$17,000	
Mt. View Park Improvements						\$188,300
Paul Rogers Park Improvements		\$118,000				
South Main Entry Park Improvements						\$20,000
Veterans Memorial Park Improvements					\$401,000	
West Ellensburg Park Improvements					\$432,600	
Whipple Park Improvements	\$50,000.00					
Off Leash Park Phase II		\$10,000				
Totals	\$28,545,000	\$1,303,000	\$2,135,000	\$50,230,000	\$1,550,600	\$7,335,300
Grand Total	\$91,098,900					

Table 27. Sewer Capital Improvement Plan

Project	2024	2025	2026	2027	2028	2029	2030-2040
Maintenance Issues & Concrete & Clay Pipe Replacement	\$150,000	\$180,000	\$180,000	\$200,000	\$200,000	\$200,000	\$2,200,000
Concrete & Clay Pipe Replacement							\$4,050,000
Cora Street Pump Removal/Main Extension				1,500,000			
Anderson Road Extension	\$1,500,000						
Totals	\$1,650,000	\$180,000	\$180,000	\$1,700,000	\$200,000	\$200,000	\$6,250,000
Grand Total	\$10,360,000						

Table 28. Stormwater Capital Improvement Plan

Project	2024	2025	2026	2027	2028	2029
Effectiveness Monitoring	\$ 74,073	\$ 92,039	\$ -	\$ -	\$ -	\$ -
University Avenue Gateway Project (Wenas to Whiskey Cr.)	\$2,500,000					
Street Tree Inventory and Assessment	\$80,000	\$0	0	0	0	0
Annual Stormwater Project (Varies)	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Phase II Levee Reecer Dolarway	\$ 1,200,000					
University Avenue Gateway II Project (Vista Rd. to E. CL)	\$1,025,000		\$ 4,900,000			
Totals	\$ 4,954,073	\$167,039	\$ 4,975,000	\$ 75,000	\$ 75,000	\$ 75,000
Grand Total	\$10,321,112					

Table 29. Telecommunications Capital Improvement Plan

Project	2024	2025	2026	2027	2028	2029
Telecom Strategic Plan						
Plan Updates (every 3 years)	\$20,000					
System Improvements						
WWTP Fiber Optic Connection	\$55,000					
Bull Road	\$20,000					
Hardware Refreshment	\$100,000	\$25,000	\$25,000	\$25,000	\$100,000	\$25,000
Outdoor Plant Improvements	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000
Gateway 2 Project	\$20,000	\$20,000				
Telecom Connections	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Telecom Infrastructure	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Line Extensions						
Commercial Customers	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Wireless Improvements						
Community WiFi, Wireless Equipment for DR/Backup or Temporary Svc.	\$10,000	\$10,000				
Total	\$353,000	\$183,000	\$153,000	\$153,000	\$228,000	\$153,000
GRAND TOTAL	\$1,223,000					

Table 30. Transportation Capital Improvement Plan

CITY OF ELLENSBURG 6-YEAR TRANSPORTATION IMPROVEMENT PLAN 2024 TO 2029 (INCLUDES CURRENT WORK REMAINING IN 2023)		PUBLIC HEARING DATE: ADOPTION DATE: RESOLUTION NO.		6/20/2023 6/20/2023 2023-14						
REVENUE BY YEAR (thousands)										
SOURCE		2023*	2024	2025	2026	2027	2028	2029	TOTALS	
ARTERIAL STREET		735	136	308	45	113	395	118	1,850	
REGIONAL STBG		20	1,284	0	0	0	710	750	2,764	
SALES TAX RESERVE		1,370	1,340	0	430	1,425	1,155	500	6,220	
FEDERAL SAFE ROUTES TO SCHOOL & PEDESTRIAN/BICYCLE GRANTS		0	2,580	872	0	750	750	250	5,202	
WSDOT SAFETY PROGRAM		0	0	0	4,350	0	0	0	4,350	
TRANSPORTATION IMPROVEMENT BOARD (TIB) - Grant Programs		260	2,472	886	200	1,700	3,475	2,800	11,793	
DISTRESSED COUNTY SALES/USE TAX		62	144	134	0	0	609	0	949	
1/4 CENT REAL ESTATE EXCISE TAX		438	2,141	162	50	0	250	0	3,041	
MAP-21 TRANSPORTATION ALTERNATIVES PROGRAMS		0	403	0	0	0	475	0	878	
DOE FISCAL YEAR WATER QUALITY GRANT		1,450	4,250	0	0	0	0	0	5,700	
COUNTY LODGING TAX GRANT		0	67	0	0	0	0	0	67	
LOCAL LODGING TAX FUNDS		0	66	0	0	0	0	0	66	
TRANSIT		25	0	0	0	0	0	0	25	
OTHER AGENCY OR CITY DEPARTMENT		5	8,501	330	0	0	1,036	300	10,172	
LOCAL IMPROVEMENT DISTRICT (LID) / DEFERRALS		0	4,700	0	0	1,145	695	8,200	14,740	
TRAFFIC IMPACT FEES		62	831	55	2,195	0	990	993	5,126	
NOT FUNDED		0	0	0	0	0	0	0	0	
TOTAL REVENUE		4,427	28,915	2,747	7,270	5,133	10,540	13,911	72,943	
EXPENDITURES BY YEAR (thousands)										
Funding (S/P)	PROJECT	2023*	2024	2025	2026	2027	2028	2029	Future	TOTALS
1 S/P	Bridge Inspections	5	5	5	5	5	5	5	0	35
2 S/P	Engineering Transfer	15	15	15	15	15	15	15	0	105
3 S/P	Signal Optimization	25	25	25	25	25	25	25	0	175
4 S/P	Alley Reconstruction (Semi-Annual)	80	0	85	0	90	0	95	0	350
5 S	University Way and Reecer Creek Road Signalization	25	0	0	0	0	0	0	0	25
6 S	5th Ave. and Railroad Ave. Traffic Signal Installation	124	0	0	0	0	0	0	0	124
7 S	University Way Gateway - Nanum Street to Red Horse Diner	2,500	0	0	0	0	0	0	0	2,500
8 S	Downtown Slurry Seal	129	0	0	0	0	0	0	0	129
9 S	Main St. Overlay - 3rd Ave to University Way	592	0	0	0	0	0	0	0	592
10 S	Wildcat Way Overlay (University Way to 18th Ave)	646	0	0	0	0	0	0	0	646
11 S	Ruby St Skim Patch	220	0	0	0	0	0	0	0	220
12 S	Planning Road Shared Use Pathway	50	528	0	0	0	0	0	0	578
13 S/P	Helena Ave Imp (Water St to 3,200' west, Cora Connection, portion in KC jurisdiction)	150	300	0	0	0	0	5,450	0	5,900
14 S	Brick Rd Improvements	191	1,465	0	0	0	0	0	0	1,656
15 S/P	Mountain View Ave and Bull Rd/Willow St Intersection Enhancements	75	0	750	0	0	0	0	0	825
16 S/P	University Way Gateway II - Vista Rd to east City Limits	510	515	5,125	0	0	0	0	0	6,150
17 S	Planning Rd Sidewalk - 240' North of Vantage Hwy to Radio Rd	272	1,867	0	0	0	0	0	0	2,139
18 S/P	Alder St Sidewalk - One Side - Capital Ave to 4th Ave	0	75	0	80	0	85	0	0	240
19 P	Large Scale Wayfinding Implementation Project	0	133	0	0	0	0	0	0	133
20 S/P	Capital Ave Sidewalk Replacement - Main St to Sampson St	0	100	0	110	0	130	0	0	340
21 P	Anderson/Umpireum/Railroad Ave. Road Widening/Overlay (Joint w/ County)	0	500	550	6,260	0	0	0	0	7,310
22 P	Recon. Trail and Sidewalk Extension - PTC to Bender and Hannah to Whiskey Cr	0	250	2,791	0	0	0	0	0	3,041
23 P	University Way Overlay - (BNSF To Whiskey Creek)	0	540	0	0	0	0	0	0	540
24 P	Water St. Overlay - University Way to Manitoba, Manitoba from Water to Main	0	0	1,416	0	0	0	0	0	1,416
25 P	1st Ave Sidewalk Improvements - Ruby St to Sampson St - North Side	0	0	234	0	0	0	0	0	234
26 P	Palouse to Cascades Reconnect Trail - Sanders to Airport	0	0	804	0	0	0	0	0	804
27 P	15th Ave Sidewalk Improvements - Cora St to Water St - North Side	0	0	185	0	0	0	0	0	185
28 P	Wildcat Way and 18th Intersection Enhancements	0	0	0	756	0	0	0	0	756
29 P	University Way and Water Street Intersection Enhancements and Widening	0	0	0	3,270	0	0	0	0	3,270
30 P	Mountain View Ave and Ruby St Intersection Enhancements and Widening	0	0	0	2,920	0	0	0	0	2,920
31 P	Canyon Rd Overlay - Umpireum to Mountain View Ave	0	0	0	260	0	0	0	0	260
32 P	Walnut St and 18th Bike Lane - Dean Nicholson to Alder St	0	0	0	0	150	0	0	0	150
33 P	Water St. Overlay - University Way to Helena	0	0	0	0	1,550	0	0	0	1,550
34 P	University Way Sidewalks - Brick Rd. to Vista Rd.	0	0	0	0	2,040	0	0	0	2,040
35 P	Industrial Way Improvements - LD	0	0	0	0	1,280	0	0	0	1,280
36 P	Canyon Rd and Umpireum Rd Intersection Enhancements and Widening	0	0	0	0	0	3,390	0	0	3,390
37 P	3rd Ave. Pavers/Stone Sidewalks and Historic Lighting - Water St to Depot	0	0	0	0	0	810	0	0	810
38 P	Capital Ave. Improvements - Willow St to Oak St	0	0	0	0	0	1,525	0	0	1,525
39 P	Airport Rd Sidewalk Improvements - Dean Nicholson to N. City Limits	0	0	0	0	0	1,170	0	0	1,170
40 P	City to Canyon Trail - Umpireum Rd to Tjossen Rd	0	0	0	0	0	3,600	0	0	3,600
41 P	3rd Ave and Ruby St Intersection Enhancements	0	0	0	0	0	0	890	0	890
42 P	14th Ave and Wildcat Way Bike Lane - B St to University Way	0	0	0	0	0	0	103	0	103
43 P	Mountain View Overlay - Canyon to Willow	0	0	0	0	0	0	1,500	0	1,500
44 P	Helena Ave Extension - PTC Trail to Dry Cr Rd	0	0	0	0	0	0	4,100	0	4,100
45 P	Cora Street Ext - PTC Trail to Bender Rd (portion in KC jurisdiction)	0	0	0	0	0	0	7,200	0	7,200
46 P	Chestnut St and Walnut St Bike and Ped Improvements								263	263
47 P	8th Ave LD (University Way to Maple St)								1,061	1,061
48 P	Trail Connection - 5th Ave to University Way (near CWU)								250	250
49 P	5th and Ruby Intersection Enhancements and Widening								741	741
50 P	Helena Ave and Walnut St Intersection Enhancements and Widening								740	740
51 P	Circle the City Trail - Enterprise Way to Faust Rd								4,200	4,200
52 P	Helena Ave and Water St Intersection Enhancements and Widening								936	936
53 P	Manitoba Ave and Ruby St Intersection Enhancements and Realignment								1,332	1,332
54 P	University Way and Alder St Intersection Enhancements and Widening								1,558	1,558
55 P	University Way and Main St Intersection Enhancements and Widening								3,338	3,338
56 P	Water St and Bender Rd Intersection Enhancements								966	966
57 P	Airport Rd and Bender Rd Intersection Enhancements								1,008	1,008
58 P	Capital Ave and Chestnut St Intersection Enhancements								672	672
59 P	Sanders Rd and Alder St Intersection Enhancements								665	665
60 P	Capital Ave and Willow St Intersection Enhancements								524	524
61 P	Anderson Rd and Umpireum Rd Intersection Enhancements								1,252	1,252
62 P	15th Ave and Cora St Intersection Enhancements								432	432
63 P	18th Ave and Alder St Intersection Enhancements								720	720
64 P	Planning Rd Sidewalks - Radio Rd to 14th Ave								1,101	1,101
TOTAL EXPENDITURE		5,609	6,336	11,985	13,721	5,155	10,755	19,383	21,758	94,702
ARTERIAL STREET FUND BEGINNING BALANCE (01/01/2022))		1,329	714	698	510	585	592	317		
EST. GAS TAX REVENUE & SCHEDULED SALES TAX TRANSFER		120	120	120	120	120	120	120		
ARTERIAL STREET FUND ENDING BALANCE		714	698	510	585	592	317	319		

*Current year projects shown for accounting purposes.

**TIP plans calls for road widening/impr. projects to be funded from Sales Tax Reserve, to replace the Federal STP funding which is now shown for potential asphalt overlay funding.

(Average annual need to overlay the arterial street system on a 15 year cycle is in excess of \$1,079,000 per year.)

Table 31. Waste Water System Capital improvement Plan

Project	2024	2025	2026	2027	2028	2029	2030-040
Digester and GBT Building Electrical Upgrades	\$ 848,000						
Recirculation Pump Station		\$ 275,000					
Boiler Building		\$ 40,000					
Aeration	\$ 200,000	\$ 30,000,000					
New Clarifier		\$ 10,000,000					
Rebuild Clarifiers			\$ 1,700,000				
Methane Recapture Analysis/Contract	\$ 1,040,000						
Totals	\$ 2,088,000	\$ 40,315,000	\$ 1,700,000	\$ -	\$ -	\$ -	\$ -
Grand Total	\$44,103,000						

Table 32. Water System Capital Improvement Plan

Project	2024	2025	2026	2027	2028	2029	2030-2040
Aquifer Storage and Recovery Program	\$ 300,000						\$ 5,000,000
Craig's Hill Pressure Zone	\$ 1,210,000						
Reservoir Siting Study	\$ 50,000						
Craig's Hill Reservoir Seismic Study and Retrofit	\$ 50,000	\$ 180,000					
Pfennig Loop					\$ 274,000		
Airport Well 3 and 1824 Zone Connector						\$ 160,000	
Memorial Park Main Relocation	\$ 50,000						
Walnut Street Main Replacement		\$ 286,000					
Seattle Ave. Main Extension	\$ 323,000						
24-inch Main Inspection	\$ 25,000						
24-inch Valve Rehabilitate	\$ 40,000	\$ 40,000					
New 1860 Pressure Zone				\$ 2,500,000	\$ 1,840,000		
New 4.0 MG 1824 Zone Reservoir				\$ 4,745,000	\$ 4,745,000		
Reservoir Corrosion Control Program	\$ 230,000						
Permanent On-Site Well Backup Generators		\$ 550,000		\$ 550,000		\$ 550,000	\$ 1,200,000
Recoat Reservoirs			\$ 825,000				\$ 825,000
AMI Conversion			\$ 500,000				
Pressure Reducing Valve							\$ 81,000
New Well(s)	\$ 50,000	\$ 3,000,000	\$ 3,500,000				
Water System Plan Update							\$ 300,000
Rotary Park Irrigation	\$ 750,000						
Oversizing Fund	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 520
Pipe Replacement Fund	\$ 100,000	\$ 100,000	\$ 110,000	\$ 110,000	\$ 120,000	\$ 120,000	\$ 1,320,000
Meter Testing	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 455,000
Pump and Motor Inspection/Repair	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 416,000
Totals	\$ 3,308,000	\$ 4,286,000	\$ 5,065,000	\$ 8,035,000	\$ 7,109,000	\$ 960,000	\$ 9,597,520
Grand Total	\$38,360,520						

2023 Annual Docket Cycle

Item 23-02

Future Land Use/Zoning Conversion Table

Summary

The City of Ellensburg has recognized a need for more clarity in the connection of Future Land Use designations and the implementing zoning options within these designations. The addition of this table will provide clarity for landowners regarding future zoning options for their property. This proposal will add “*Table 7. Future Land Use – Zoning Conversion Table*” to the Comprehensive Plan’s Land Use section. The table will be located directly below the Future Land Use Map on page 28, concluding the Comprehensive Plans Land Use chapter.

Staff Recommendation

Staff recommends approval of this amendment to provide the needed clarity described above. The Future Land Use / Zoning Conversion Table will allow staff and the public to clearly identify zoning options and better understand the relationship between Future Land Use and Zoning.



Comprehensive Plan Amendment Proposal

PA-16

Community Development Department

501 N. Anderson, Ellensburg, WA 98926 (509) 962-7239 (Building) (509) 962-7231
(Planning) comdev@ci.ellensburg.wa.us

Application Name: Future Land Use/Zoning Conversion Table Docket #: 23-02

OFFICE USE ONLY

OFFICE USE ONLY

Date Application Received: 6-27-2023 Received by: _____

Applicant:

Name: Jeremy Johnston Daytime Phone: 509-962-7232
Mailing Address: 501 N Anderson Street Fax Number: _____
City/State/Zip: Ellensburg, WA 98926 Signature: _____
Professional License No: _____ E-mail: johnstonj@ellensburgwa.gov

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JUN 27 2023

COMMUNITY DEVELOPMENT

Agent/Consultant/Attorney: (mandatory if primary contact is different from applicant)

Name: _____ Daytime Phone: _____
Mailing Address: _____ Fax Number: _____
City/State/Zip: _____ E-mail: _____
Signature _____

Please provide a statement in the space provided below or on an attached sheet as needed for the suggested change(s) to the comprehensive plan with regards to the relevant criteria listed below:

- Detailed statement of the proposal and reason for the amendment including proposed language for amendment;
- Anticipated impacts of the change, including the geographic area affected and issues presented;
- Why existing comprehensive plan should not continue in effect or why existing criteria no longer apply;
- How the change would be compliant with the Growth Management Act;
- How the change would be compliant with the Countywide Planning Policies; and
- How functional plans (e.g. subarea plans, utility plans) and capital improvement programs (e.g. transportation improvement program) support the change.

This docket proposal will add a conversion table to the Comprehensive Plan. The table will list existing Future Land Use designations and the zoning options for each. The table is designed to clarify zoning options associated with Annexation and Rezone proposals for both staff and the public. This proposal was initiated by Mayor Nancy Lillquist.

Table 7. Future Land Use- Zoning Conversion Table

Future Land Use	Zoning Options
Residential Neighborhood	Residential Suburban (R-S)
	Residential Low (R-L)
	Residential Medium (R-M)
	Residential High (R-H)
	Residential Office (R-O)
	Commercial Neighborhood (C-N)
Blended Residential Neighborhood	Residential Low (R-L)
	Residential Medium (R-M)
	Residential High (R-H)
	Commercial Neighborhood (C-N)
Urban Neighborhood	Residential High (R-H)
	Residential Office (R-O)
	Commercial Neighborhood (C-N)
Neighborhood Mixed Use	Residential Medium (R-M)
	Residential High (R-H)
	Residential Office (R-O)
	Commercial Neighborhood (C-N)
Community Mixed Use	Residential Medium (R-M)
	Residential High (R-H)
	Residential Office (R-O)
	Neighborhood Center (NCMU)
	Regional Center Mixed Use (RCMU)
	Commercial Highway (C-H)
Neighborhood Commercial	Commercial Neighborhood (C-N)
	Residential Office (R-O)
Mixed Business Park	Industrial Light (I-L)
	Commercial Highway (C-H)
	Regional Center Mixed Use (RCMU)
Urban Center	Central Commercial (C-C)
	Central Commercial II (C-CII)
General Commercial and Services	Commercial Highway (C-H)
Light Industrial	Industrial Light (I-L)
Heavy Industrial	Industrial Heavy (I-H)
Industrial Residential	Industrial Light (I-L)
Public Institutional	Public Reserve (P-R)
Open Space (Private)	Public Reserve (P-R)
Parks and Open Space (Public)	Public Reserve (P-R)

2023 Annual Docket Cycle

Item 23-03

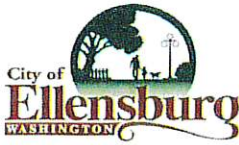
Roadway Functional Classifications Map Revision

Summary

The City of Ellensburg received a request to update the Roadway Functional Classifications Map to remove a portion of a Future Minor Collector proposed through the applicants property. The portion of the future roadway being removed would begin at W Dolarway Road, beginning at parcel 62633, traversing north through the applicant's property before shifting north-west through City owned property and concluding at its proposed intersection with N Potts Road as indicated in the maps provided below.

Staff Recommendation

Following conversations with Public Works, it was determined that the proposed revisions would not negatively impact the Future Transportation Plan of the City. The proposed minor collector can be connected with N Potts Road (as indicated below) and avoid utilizing the applicants property. Staff recommends approval of this proposal as indicated in the maps below.



Comprehensive Plan Amendment Proposal

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COMMUNITY DEVELOPMENT

PA-16

P23-068

Community Development Department

501 N. Anderson, Ellensburg, WA 98926 (509) 962-7239 (Building) (509) 962-7231 (Planning)
permits@ci.ellensburg.wa.us

Application Name: Roadway Classification Amendment Docket #: 23-02
OFFICE USE ONLY OFFICE USE ONLY

Date Application Received: 6/21/23 Received by: _____

Applicant:

Name: Solar Dolar, LLC Daytime Phone: (509) 899-7371
Mailing Address: 1410 W. Dolarway Road, Ste. 501 Fax Number: _____
City/State/Zip: Ellensburg WA 98926 Signature: Joel Brown
Professional License No: _____ E-mail: joel@centralpaving.com

Agent/Consultant/Attorney: (mandatory if primary contact is different from applicant)

Name: Jeff Slothower, Lathrop, Winbauer, Harrel & Slothower LLP Daytime Phone: (509) 925-6916
Mailing Address: PO Box 1088/415 E. Mountain View Ave, Ste. 302 Fax Number: _____
City/State/Zip: Ellensburg, WA 98926 E-mail: jslothower@lwbsd.com
Signature: Jeff Slothower

Please provide a statement in the space provided below or on an attached sheet as needed for the suggested change(s) to the comprehensive plan with regards to the relevant criteria listed below:

- Detailed statement of the proposal and reason for the amendment including proposed language for amendment;
SEE EXHIBIT A
- Anticipated impacts of the change, including the geographic area affected and issues presented;
SEE EXHIBIT A
- Why existing comprehensive plan should not continue in effect or why existing criteria no longer apply;
SEE EXHIBIT A
- How the change would be compliant with the Growth Management Act; **SEE EXHIBIT A**
- How the change would be compliant with the Countywide Planning Policies; and **SEE EXHIBIT A**
- How functional plans (e.g. subarea plans, utility plans) and capital improvement programs (e.g. transportation improvement program) support the change. **SEE EXHIBIT A**

Item 23-03 Proposed Revision Area

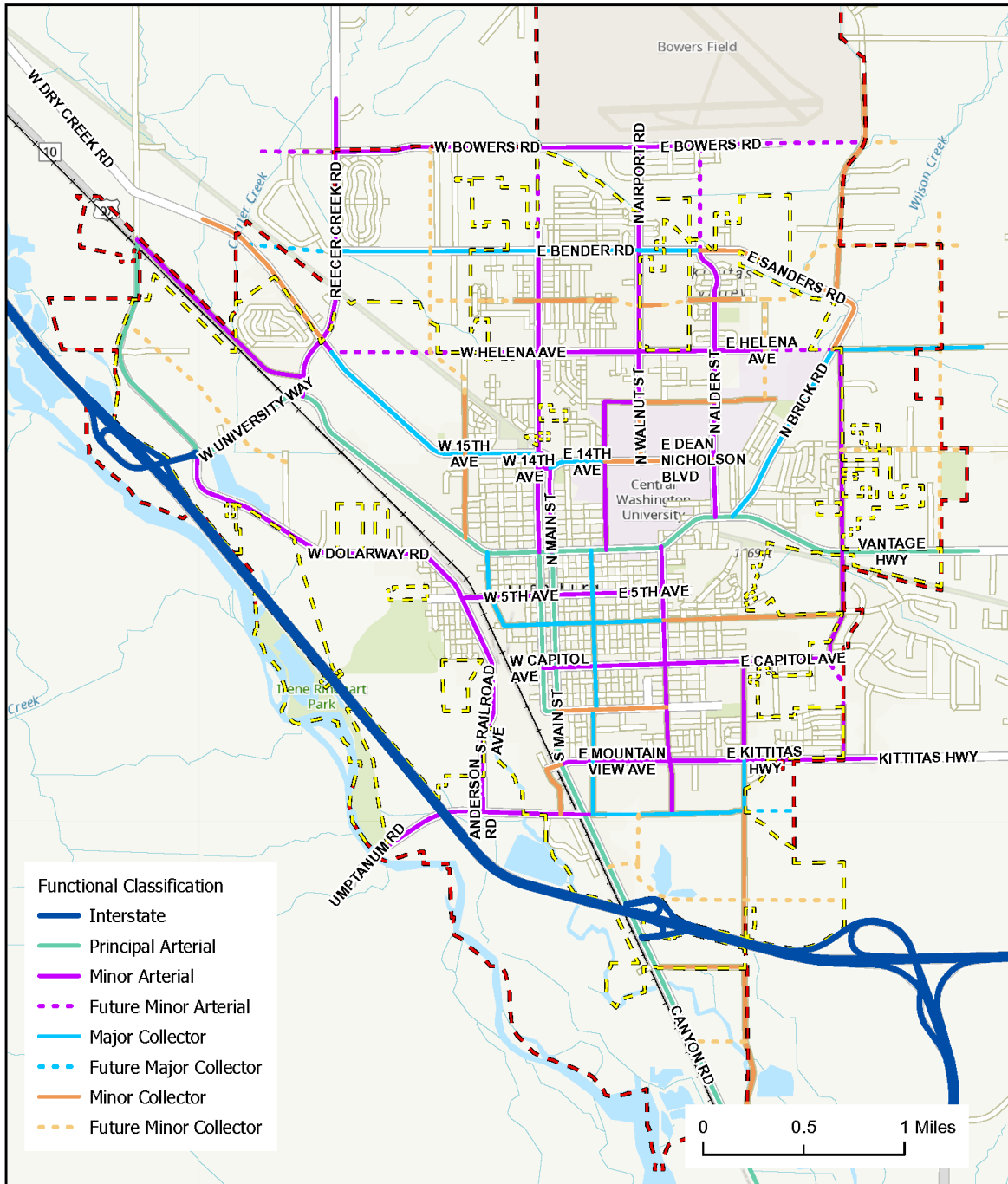
Figure 13. Roadway Functional Classifications



***Figure 13 (above) depicts the general location and connections of future roadways. The exact locations of future roadways will be determined based on topography, environmental conditions, and future development needs.*

Revision area indicated in Red.

Item 23-03 Updated Roadway Functional Classifications Map



Existing & Future Arterial/Collector Corridors

Date Exported: 7/24/2023 3:49 PM



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COMMUNITY DEVELOPMENT

EXHIBIT A

To Comprehensive Plan Amendment Proposal Submitted by Applicant Solar Dolar, LLC

Solar Dolar, LLC submits this change to modify a map located at page 61 (Chapter 3 TRANSPORTATION) of the current Ellensburg Comprehensive Plan. Specifically, the map identifies a “Future Minor Collector” to Highway 97. The page in question is attached at Attachment A-1 with the Future Minor Collector highlighted in fluorescent yellow. The map has the following footnote: “**Figure 13 (above) depicts the general location and connections of future roadways. The exact location of future roadways will be determined based on topography, environmental conditions, and future development needs.”

The Applicant believes that the Future Minor Collector roadway will never be built, as the location of the Future Minor Collector roadway appears to predate the City’s acquisition of Tax Parcel Nos. 846133, 096133, and 836133, which the Applicant understands the County intends to use for a major flood plain restoration project, which will involve the construction of a dike which will intersect with the Future Minor Collector roadway.

The Applicant’s response to each of the specific questions is as follows:

- Detailed statement of the proposal and reason for the amendment including proposed language for amendment;
 - The Applicant owns Kittitas County Tax Parcel Nos. 295736, 095736, and 946133, which the Applicant intends to develop. The Future Minor Collector roadway appears to cross and or impact certain portions of the Applicant’s development project area. The Applicant requests that the Future Minor Collector roadway be removed from the map or, alternatively, routed away from the Applicant’s property.
- Anticipated impacts of the change, including the geographic area affected and issues presented;

The Applicant does not believe there will be any impact as a result of the requested change. The circumstances under which the future minor collector was located have changed significantly, the city has made a major acquisition of property for the purposes of developing flood control project(s) in the area to eliminate or mitigate flooding to west

Goal E-7 states the following: Direct activities not dependent on critical areas resources to less ecological sensitive sites and mitigate unavoidable impacts to critical areas by regulating alterations in and adjacent to critical areas.

Goal E-8 States the following: Prevent cumulative adverse environmental impacts to water quality, wetlands, and fish and wildlife habitat, and the overall net loss of wetlands, frequently flooded areas, and habitat conservation areas.

With the joint Reecer Creek Floodplain project between the County and the City further supports the removal of this future minor collector road. Kittitas County Countywide Planning Policies

- How the change would be compliant with the Growth Management Act;

The following Growth Management Act goals that are consistent with this request.

Goal #6 Property Rights. Private property shall not be taken for public use without just compensation having been made. The property rights of landowners shall be protected from arbitrary and discriminatory actions.

In Chapter 3, specifically Figure 13 of the City of Ellensburg's comprehensive plan there is a future minor collector road identified on the subject parcels. In respect to Growth Management Act Goal #6 private property shall not be taking for public use without just compensation having been made. There has been no easement or right of way secured by the City in order to establish this future minor collector, therefore we believe this future minor collector should be removed.

Goal #10 Environment. Protect the environment and enhance the state's high quality of life, including air and water quality, and the availability of water.

As mentioned earlier regarding the future minor collector road, this future location will have an effect on the ongoing work that the City and the County (Flood Control District) has been jointly working on regarding the Reecer Creek Dolarway to University addressing Reecer Creek Flooding. By removing this future minor collector will be consistent with and the intent of this work within this area.

- How the change would be compliant with the Countywide Planning Policies; and Within the Kittitas County Countywide Planning Policies (KCCWPP), which establishes the framework of comprehensive plans, there a few Policies that provide the support and flexibility

to review and in this case removal of this future minor collector road. The following Policies support this request: KCCWPP #4. Transportation: Policy 4.1, 4.2, & 4.7, KCCWPP #7. Property Rights: Policy 7.1 & 7.2, KCCWPP #11. Environment: Policy 11.1 See the Attached Kittitas County Countywide Planning Policies

- How functional plans (e.g., subarea plans, utility plans) and capital improvement programs (e.g., transportation improvement program) support the change.

There has been a major plan/joint use project between Kittitas County and the City in addressing flooding issues from Reecer Creek. The future minor collector road, within the City's comprehensive plan, proposed within these subject parcels could create an additional impact to this project and possibly detrimental to the overall outcome of dealing with floodplain. For example if this future minor collector road was to be built, crossing a flood control dike and cross a significant floodplain, could have future impacts to floodplains and long term road maintenance impacts that have not be thought through enough.

2023 Annual Docket Cycle

Item 23-04

Jensen Future Land Use Map Amendment

Summary

The City of Ellensburg received a request from Randy and Dan Jensen to Amend the Future Land Use Map for parcels 181933, 171933, 025236, and 191933. All four parcels currently reside within the Community Mixed Use Future Land Use designation. The applicant is requesting map revision to change the Future Land Use designation to Heavy Industrial.

Staff Recommendation

Staff has reviewed the proposal which includes the applicant narrative (below) and considered the proposals consistency with the Comprehensive Plan and general development patterns of the area. After consideration staff believe that amending the Future Land Use Map with this revision would not serve the general welfare of the immediate area or the city as a whole. Staff believe the proposal will create a pocket of Heavy Industrial zoning surrounded by several incompatible current and future uses. While staff does agree that more Industrial Zoning could be beneficial to the City, we do not believe that the proposed area would be consistent with the general development patterns of the immediate area.





Comprehensive Plan Amendment Proposal

PA-16

Community Development Department

501 N. Anderson, Ellensburg, WA 98926 (509) 962-7239 (Building) (509) 962-7231 (Planning)
permits@ci.ellensburg.wa.us

Application Name: Jensen Map Amendment Docket #: 23-04
OFFICE USE ONLY OFFICE USE ONLY

Date Application Received: 6/31/23 Received by: _____

Applicant:

Name: DNR Jensen Rentals LLC, Randy and Dan Jensen Daytime Phone: 1 253 686 0836
Mailing Address: 11012 Canyon Road E. Suite 8-390 Fax Number: _____
City/State/Zip: Puyallup, WA 98373 Signature: _____
Professional License No: _____ E-mail: randyj@sfcs.com

Agent/Consultant/Attorney: (mandatory if primary contact is different from applicant)

Name: _____ Daytime Phone: _____
Mailing Address: _____ Fax Number: _____
City/State/Zip: _____ E-mail: _____
Signature _____

Please provide a statement in the space provided below or on an attached sheet as needed for the suggested change(s) to the comprehensive plan with regards to the relevant criteria listed below:

- Detailed statement of the proposal and reason for the amendment including proposed language for amendment;
- Anticipated impacts of the change, including the geographic area affected and issues presented;
- Why existing comprehensive plan should not continue in effect or why existing criteria no longer apply;
- How the change would be compliant with the Growth Management Act;
- How the change would be compliant with the Countywide Planning Policies; and
- How functional plans (e.g. subarea plans, utility plans) and capital improvement programs (e.g. transportation improvement program) support the change.

See attached narrative

Jensen Comprehensive Plan Map Amendment, 2023

Parcels Numbers: #181933, #171933, #025236, #191933

Detailed statement of the proposal and reason for the amendment including proposed language for amendment.

DNR Jensen Rentals LLC, Randy and Dan Jensen, own four contiguous parcels on the south side of Vantage Highway near the east edge of town totaling 4.4 acres. The parcels are zoned Commercial Highway (C-H). On the west is a parcel, apparently outside the City limits, being used as a veterinary hospital. On the east is a large Kittitas County Fire District facility and this property is in the City and zoned Public Reserve (P-R). Across the highway is largely vacant unincorporated Kittitas County land. To the south is the old railroad grade, now a walking trail.

The Jensen are proposing a Map Amendment to the Comprehensive Plan's Future Land Use Map to change the designation from Community Mixed Use to Heavy Industrial so as to facilitate a future rezone of the parcels to Industrial Heavy (I-H).

The Jensens are very much into the building trades owning a home building company (Jensen Homes), a construction supply company (Frontier Construction Supply) and a foundation installation business (Foundation Specialists). They are active in Kittitas County supporting commercial and residential construction activities.

They feel that the City should add more Heavy Industry designated property to the City's inventory. The existing properties so designated are pretty much concentrated in one stretch along the rail line with perhaps as much as half in designated flood plain area.

The Jensens feel that the highest and best use of their property is as heavy industry use type.

Anticipated impacts of the change, including the geographic area affected and issues presented.

Heavy Industry is the most intensive land use allowed in the City so care must be taken in locating such uses. Here, the 4 acres at issue are on the east edge of the City limits and the east edge of the City's UGA. The site fronts on Vantage Highway to the north. To the south is the old rail road grade and trail. The fire station on the east is separated by Lyle Creek and the associated setbacks/buffer. The veterinary hospital adjoins on the west as is still in the County. No "fragile" uses adjoin the site that would be impacted.

The nearby properties are not especially vulnerable to possible impacts. There are no adjoining residential properties. Additional traffic may be generated but no more than typical of

Commercial Highway allowed uses that the parcels are presently zoned for. Moreover, the City may eventually expand Vantage Highway adding lanes and landscaping which will facilitate transportation.

Why existing comprehensive plan should not continue in effect or why existing criteria no longer apply.

The City's Comprehensive Plan clearly favors Light Industrial over Heavy Industrial which is understandable but this preference fails to recognize the need for more intensive uses allowed in Heavy Industry. The "opportunity zones" established by the City do not include or allow heavy industry uses. This act to preclude such uses that are as much needed for economic growth as lesser intensity uses.

How the change would be compliant with the Growth Management Act.

Economic development is a GMA goal often overlooked. Here, the City and the County are growing in population and new construction is a result. Basic industries support such growth and encouraging local sourcing which can reduce costs and provide employment opportunities locally.

How the change would be compliant with the Countywide Planning Policies.

The Countywide Planning Policies set forth a vision for the Community:

Kittitas County and the cities will value and protect and enhance the quality of life by protecting the visual and physical environment; fostering economic opportunity, diversity, and security; supporting a wide range of natural resource-based industries; ensuring access to recreational opportunities; promoting educational excellence; and providing for affordable housing and accessible transportation.

Heavy industrial uses are an important part of a local economy and should be fostered along with other commercial uses.

How functional plans (e.g. subarea plans, utility plans) and capital improvement programs (e.g. transportation improvement program) support the change.

The re-designation will not affect any subarea, capital facility or utility plans or programs.

VANTAGE HWY

563.6'

181933

025236

171933

403.7'

50.1'

485.0'

191933

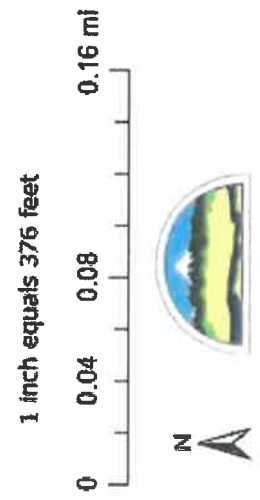
273.6'

Kittitas County COMPAS Map



Date: 6/21/2023

Disclaimer:
 Kittitas County makes every effort to produce and publish the most current and accurate information possible. No warranties, expressed or implied, are provided for the data, its use, or its interpretation. Kittitas County does not guarantee the accuracy of the material contained herein and is not responsible for any use, misuse or representations by others regarding this information or its derivatives.



A PORTION OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 08, TOWNSHIP 17 NORTH, RANGE 19 EAST OF THE WILLAMETTE MERIDIAN, CITY OF ELLENSBURG, KITTITAS COUNTY, WASHINGTON

[illegible][illegible]

A. OFFICIAL COUNTY ASSESSOR MAP; JAN 09-11-1992



SHEET 1 OF 1

2023 Annual Docket Cycle

Item 23-05

Economic Development Chapter Amendment

Summary

The City of Ellensburg received a Comprehensive Plan amendment request from CenterFuse on June 28, 2021. The amendment request suggested various updates to the Economic Chapter of the Comprehensive Plan. The item was continued to the 2022 cycle under file number P22-03. Due to staffing and workload issues, the item was again continued to the 2023 cycle. The current proposal addresses grammatical issues, general updates, adds a Covid-19 Impact section, expands the Arts and Culture and Business Development sections, and updates Demographic and Household Income data.

Staff Recommendation

Staff recommends approval of this item to allow the Economic Development chapter to better reflect current available data, initiatives, and progress involving economic issues.



Comprehensive Plan Amendment Proposal

PA-16

Community Development Department

501 N. Anderson, Ellensburg, WA 98926 (509) 962-7239 (Building) (509) 962-7231 (Planning)
permits@ci.ellensburg.wa.us

Application Name: _____ Docket #: _____
OFFICE USE ONLY OFFICE USE ONLY

Date Application Received: June 28, 2021 Received by: KIRSTEN SACKETT

Applicant:

Name: CenterFuse Daytime Phone: 509.955.3880
Mailing Address: 110 W 6th, #238 Fax Number: na
City/State/Zip: Ellensburg/WA/98926 Signature: Margaret Reich
Professional License No: na E-mail: director@ellensburgcenterfuse.com

Agent/Consultant/Attorney: (mandatory if primary contact is different from applicant)

Name: _____ Daytime Phone: _____
Mailing Address: _____ Fax Number: _____
City/State/Zip: _____ E-mail: _____
Signature _____

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- Detailed statement of the proposal and reason for the amendment including proposed language for amendment;
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- How the change would be compliant with the Growth Management Act;
- How the change would be compliant with the Countywide Planning Policies; and
- How functional plans (e.g. subarea plans, utility plans) and capital improvement programs (e.g. transportation improvement program) support the change.

SEE ATTACHED SHEET WITH ANSWERS TO QUESTIONS



June 28, 2021

Please provide a statement in the space provided below or on an attached sheet as needed for the suggested change(s) to the comprehensive plan with regards to the relevant criteria listed below:

• Detailed statement of the proposal and reason for the amendment including proposed language for amendment:

CenterFuse is Ellensburg's Business Development Authority providing expertise and assistance for businesses to start, grow and thrive in Ellensburg. As such, we are proposing an update to the Economic Development chapter of the 2017 Ellensburg Comprehensive Plan. The key reasons for the update are:

- **COVID-19 pandemic.** The COVID-19 pandemic has forever changed the landscape for residents and businesses in Ellensburg; changed in both positive and negative ways. How businesses operate is now different and will continue to be in the future. We propose to add language to the chapter speaking to the economic impacts of the pandemic and the resiliency of our community in the context of what happened with COVID-19 and how that impacts business development into the future.
- **Elevating the importance of broadband.** The International Economic Development Council (IEDC) states what businesses are looking for most when siting a facility is infrastructure and workforce. Included in the infrastructure category is broadband. As site location professionals and businesses visit Ellensburg with intent to locate here, one of their first questions is 'How is your broadband?' CenterFuse completed a feasibility study earlier this year. The findings of the study, current and planned actions to meet the State's 150 Mbps synchronously by 2028 would be valuable information to add to this chapter. This information, too, could be referenced in the comprehensive plan's infrastructure chapter.
- **Industry and employment data.** Currently the data in this chapter is outdated. With our population growth of 3.37% (2020 data) and continued increase in intra-state mobility (over 5% into Kittitas County), it is imperative to have current, accurate data.
- **Goal statements.** Many of the goals are great, some in process or accomplished, and an effort around updating and maybe some eliminated or added.
- **Economic forecast.** The US Bureau of Labor and Statistics produces an economic forecast. The information contained in this forecast, its relationship to Washington State and Ellensburg would be beneficial to add to this chapter.
- **Reimagining city properties.** The city owns various properties. One such property, the Prospect Building/Ellensburg Incubator, was most recently, up until June 2021, managed by CenterFuse. CenterFuse facilitated the discussion with Ellensburg City Council to sell the building and dedicate the sale's proceeds to an economic development fund. CenterFuse, too, consulted with and directed

four prospective buyers to the city regarding the sale – the successful buyer being one of these. With the sale of the Prospect building almost complete, we direct our attention to the current Kittitas County Transfer Station site. Most, but not all, of the existing site is owned by the city. The County is moving to a new location in 2024.

While not limited to this, the results of the recent secondary marketing study, which CenterFuse partnered on along with CWU, Kittitas County, Yakima County and Grant County, one such re-use option might be a Resource Recovery Park. A Resource Recovery Park is a new development in recycling that includes the co-location of reuse, recycling, compost processing, manufacturing, and retail businesses in a central facility. The public can bring all their wastes and recoverable materials to this facility at one time.

Hospitable housing environment. The BERK Affordable Housing study provided baseline information about Ellensburg's housing market. But housing needs exceed supply, and there is a reluctance of existing/local builders to increase their construction and a reluctance of builders outside of Ellensburg to enter the marketplace. Housing is a component of economic development, and information about housing should be in the economic development chapter. This information could be added to the housing chapter as well.

• Anticipated impacts of the change, including the geographic area affected and issues presented;

The impacts of the change are all positive – Better, more accurate, current and future focused information about economic development.

• Why existing comprehensive plan should not continue in effect or why existing criteria no longer apply;

The information in the economic development chapter is outdated and in need of a refresh.

• How the change would be compliant with the Growth Management Act;

The policy framework of the GMA determines how to accommodate growth. This is done through the creation of local comprehensive plans that address land use, housing, capital facilities, utilities, transportation, economic development, parks and recreation, etc.

This proposal is compliant with GMA because it encourages economic development.

RCW 36.70A.020

Planning goals (2021).

The following goals are adopted to guide the development and adoption of comprehensive plans and development regulations of those counties and cities that are required or choose to plan under RCW 36.70A.040. The following goals are not listed in order of priority and shall be used exclusively for the purpose of guiding the development of comprehensive plans and development regulations:

- (1) Urban growth. Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.
- (2) Reduce sprawl. Reduce the inappropriate conversion of undeveloped land into sprawling, low-density development.

- (3) Transportation. Encourage efficient multimodal transportation systems that are based on regional priorities and coordinated with county and city comprehensive plans.
- (4) Housing. Encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.
- (5) Economic development. Encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of this state, especially for unemployed and for disadvantaged persons, promote the retention and expansion of existing businesses and recruitment of new businesses, recognize regional differences impacting economic development opportunities, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, public services, and public facilities.
- (6) Property rights. Private property shall not be taken for public use without just compensation having been made. The property rights of landowners shall be protected from arbitrary and discriminatory actions.
- (7) Permits. Applications for both state and local government permits should be processed in a timely and fair manner to ensure predictability.
- (8) Natural resource industries. Maintain and enhance natural resource-based industries, including productive timber, agricultural, and fisheries industries. Encourage the conservation of productive forestlands and productive agricultural lands, and discourage incompatible uses.
- (9) Open space and recreation. Retain open space, enhance recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks and recreation facilities.
- (10) Environment. Protect the environment and enhance the state's high quality of life, including air and water quality, and the availability of water.
- (11) Citizen participation and coordination. Encourage the involvement of citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts.
- (12) Public facilities and services. Ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards.
- (13) Historic preservation. Identify and encourage the preservation of lands, sites, and structures, that have historical or archaeological significance.

• How the change would be compliant with the Countywide Planning Policies

The proposed changes not only consider ways to promote contiguous and orderly development with reimagining of City properties such as the transfer station but also consider the demand on housing with increased industrial development, job creation. The County wide planning Policies state to ensure favorable employment and economic conditions in the County. The proposed measures to add to the existing comp plan achieve these goals.

The changes do not adversely impact Kittitas County economic development related plans

- Kittitas County Tourism Infrastructure Plan March 2016
- 2016 Kittitas Valley Event Center Master Plan
- Yakima and Kittitas Counties Regional Comprehensive Economic Development Plan September 21, 2015 Adopted by Resolution 2016-014



- How functional plans (e.g. subarea plans, utility plans) and capital improvement programs (e.g. transportation improvement program) support the change

The changes are supportive of the cities function plans for growth in Ellensburg and the UGA. We have learned through out 2021 Broadband Feasibility Study that business recruitment hinges on the known availability, access, reliability, and affordability of broadband at home and at work. The city, too, sees broadband as a priority. By improving our ability to attract family wage jobs to Ellensburg we can continue to improve the quality of life for all who live, work, and play in Ellensburg.





ECONOMIC DEVELOPMENT

WHAT YOU WILL FIND IN THIS CHAPTER

- Information about the local economy, including statistics on population, employment, businesses, and employment sectors.
- Policies and programs that seek to help Ellensburg build a promising economic future.
- Policies that provide a framework for leveraging tourism and promoting Ellensburg as a destination.
- Policies that seek to maintain a qualified workforce and promote living wage jobs.

OVERVIEW

This chapter contains goals, policies, and programs to define Ellensburg's role in economic development, and to help the City build a healthy economy. While economic activity exists at all levels, both public and private, local government's role is to establish parameters for private markets, provide vital services, and ensure that development enhances the quality of life in Ellensburg.

A healthy economy adds to all aspects of the community, from job retention and creation to infrastructure to community services. A healthy local economy can strengthen the community's position as a unique and attractive place to work, live, play, and visit.

The goals, policies, and programs contained in this chapter aim to guide the City of Ellensburg in developing a supportive and equitable business environment for new and existing businesses with the intent of providing a range of employment opportunities for all residents, and a strong tax base for the City.

BACKGROUND & CONTEXT

With a population of just under 20,000 as of 2019, Ellensburg is the center of commerce and government for Kittitas County. It offers services for local residents, and the financial, religious, and educational institutions that serve an area much larger than what is within city limits. Ellensburg is a central gathering place for the regional community, and hosts a diversity of activities, events, and services that serve more people than those within the city limits of Ellensburg. Ellensburg is known as the home of Central Washington University and the annual Ellensburg Fair and Rodeo that attracts national attention.

The quality of life in Ellensburg is characterized by our clean environment, vibrant downtown, and outstanding outdoor recreational [activities-assets](#), all of which are important factors in nurturing economic growth. Businesses provide property, sales, and lodging tax revenue that help support public infrastructure and maintain our quality of life. As local and national economies and lifestyles evolve, it will become more important for Ellensburg to maintain and enhance its livability through good urban design that reflects the values and choices of the community. The Ellensburg community is concerned with the availability of living wage jobs, and with the City's ability to continue providing services that help to foster business development and increase economic opportunities. Residents want employment, retail, and social opportunities that allow them the ability to live, work, and play in this community.

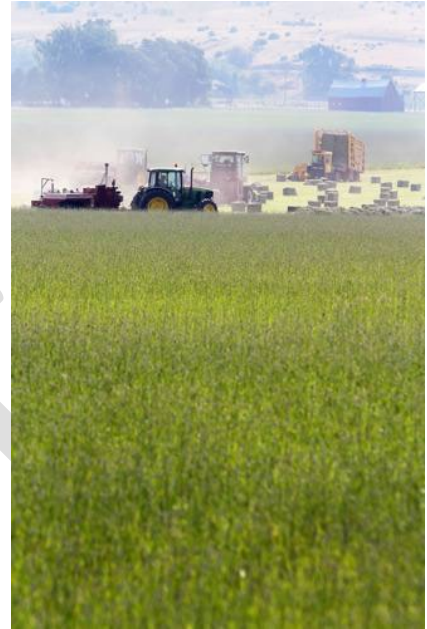
Ellensburg's economic base has been relatively narrow since its settlement in the late 1800s. While Ellensburg still enjoys a strong agricultural base, our community as a whole has become less dependent on natural and agricultural resources. Today [Central Washington University](#), Kittitas Valley Healthcare, state and local government, and food and retail services are strong economic drivers in the community. Ellensburg has also experienced an increasing number of residents commuting to Yakima County and to the greater Puget Sound region for employment opportunities.



Today four of the top five employers are in the government and non-profit sectors: Central Washington University, 1,438; Kittitas Valley Healthcare, 600; Ellensburg School District, 380; Kittitas County, 363; Anderson Hay and Grain, 240; Elmview, 200. Tourism and retail industries are also key employers.

The growth in metropolitan areas near Ellensburg—King County in particular—is changing our community’s economic position. The US Census Bureau named Kittitas County the 10th fastest growing county by percentage in the United States in 2015 to 2016 with a 4.2 percent growth rate. Kittitas County was the only county in Washington on the list. The same report cited the City as the third-fastest growing micropolitan area in the country.

Transportation congestion and high home prices in urban areas are pushing people into rural Kittitas County for a more relaxed and affordable place to live. The lack of congestion makes commuting to work a reasonable alternative to living and working in urban areas. An increasing number of residents are commuting to Yakima County and, in particular, to the greater Puget Sound region for employment opportunities. According to the 2016 Kittitas County Population Projection Review and Analysis, in 2013 46 percent of working Kittitas County residents worked outside of Kittitas County, with 16 percent of those commuting to King County.



Equitable Economic Development

While the overall goal for economic development in Ellensburg is to promote the wellbeing, vitality, and quality of life for residents, not all residents have equal access to education, housing, job opportunities, and therefore, the same quality of life. As the community invests in the future, it is with the commitment to work together to provide tangible solutions to create an equitable economy. This work includes examining existing policies and procedures, outlining economic development goals with an equity lens, and inviting more diversity within leadership roles in the community.

Working with community partners, priorities would include educational opportunities, workforce development, business attraction, retention and expansion, and affordable housing.

Economic Sectors

The following is a brief synopsis of the economic drivers in the City of Ellensburg. More information on each of these drivers, as it pertains to land use, is provided in the Land Use Element.

The Impact of the Covid-19 Pandemic

Like many rural communities around the state, the long-term impact of the global pandemic Covid-19 is still being measured. Small businesses within Ellensburg faced many challenges and state, county, and local governments stepped in to help our community with additional resources to get through the unprecedented times. As we move into a post-pandemic economy, the direct impact on our community is still unknown, however, we continue to be challenged by instability throughout the supply chain, the

growing cost of goods, expanded need for community assistance and resources, and a growing need for affordable housing.

As a result of the acceptance of remote work opportunities, coupled with the rising cost of housing prices in neighboring counties, the demand for new homes in Ellensburg has increased, driving up the average home price. This has created a higher demand for affordable housing, as the median income has not kept pace with the rising housing market.

Ellensburg will continue to monitor the effects of the global pandemic and seek innovative measures to strengthen our region and create a stronger, more resilient economy for our community.



Commercial and Industrial

Ellensburg's early industrial development developed focused along the railroad tracks to the west of downtown. Over time, land use designations and zoning patterns have continued this pattern, with the bulk of Ellensburg's industrial land located along a narrow strip paralleling the Burlington Northern Santa Fe (BNSF) railroad tracks. Most of this land is in the 100-year

floodplain. Commercial and industrial development has expanded along Dolarway Road to connect to the area surrounding the west I-90 freeway interchange. Additionally, the northernmost portion of Ellensburg's UGA surrounding Bowers Field is designated for light industrial use to attract and accommodate business innovation and family-wage jobs, with more light industrial uses in a variety of existing zones, along with inventive ideas to mitigate industrial development in the floodplain areas.

A 2016 Downtown Market Study and Economic Development Plan indicates that local shoppers are traveling outside of Ellensburg to purchase daily goods and services. The nearest large commercial center is Yakima, 35 minutes to the south, which is a popular destination for various kinds of retail shopping.

Three key highways meet at Ellensburg. Interstate 90 is the state's primary east-west route; Interstate 82 carries traffic through south central Washington to population centers in Yakima and the Tri-Cities. State Route 97 moves traffic north to Wenatchee. These highway interchanges provide substantial opportunity for commercial development. The south interchange at Canyon Road is currently the more developed of the two existing interchange

areas, offering lodging, dining, and gasoline sales. The west (I-90/SR 97) interchange provides similar services, but not at the same intensity. Both interchange areas have been identified for regional retail commercial development, at a scale that serves the City of Ellensburg, as well as the surrounding region. As new development of big-box stores and shopping centers slow on a national level, however, a variety of commercial and public-service uses for these commercial and industrial sites are being explored, including distribution warehousing.



Downtown Commercial

The development of commercial ~~activity~~ area ~~areas~~ outside the downtown core has distributed business activity beyond the traditional ~~areas~~ range of downtown range of downtown. The community's passion for downtown Ellensburg is evident, however, in its commitment to preserving historic buildings while staying on the cutting edge of reuse and revitalization.

As a result, downtown Ellensburg has experienced a renaissance over the last decade with many buildings undergoing restoration; upper floors of long-shuttered historic buildings have opened, expanding residential, commercial, and civic space. A new boutique hotel, the redevelopment of a downtown city center park, and expansion of residential, artistic, and commercial offerings have added to the high quality of life for Ellensburg's City Center. As a Certified Main Street Community, the thriving downtown is on the National Register of Historic Places, name a Dozen Distinctive Destinations by the National Trust for Historic Preservation in 2007 and a Great American Main Street Award finalist by the National Main Street Center in 2018.



Healthcare

Kittitas Valley Healthcare operates KVH Hospital, an accredited Critical Access Hospital and the state of the art, Medical Arts Center along with multiple ~~seven~~ clinics that include primary care, internal medicine, occupational medicine, orthopedics, surgical, and women's health services. The Emergency Department at KVH Hospital is designated as a Level IV trauma

service by the State of Washington Department of Health and is staffed 24-hours-a-day by ~~an emergency physician~~ a team of emergency personnel.

KVH is the second largest employer in Ellensburg, with about 600 employees in Ellensburg. The hospital is working on a new campus master plan that will potentially expand the footprint of the campus. In anticipation of the projected growth in Ellensburg's 65 or older population, KVH is expected to remain a key part of Ellensburg's economic growth over the next 20 years.



Central Washington University

Central Washington University is an important and vital force in the community. CWU's campus occupies more than 380 acres and employees about 1,800 people. In the spring of 2017, the Ellensburg campus enrollment was approximately 9,600 students. The \$113 million annual payroll supports retail, housing, and entertainment businesses; CWU spends nearly \$15 million in the area with vendors for

everything from catering to furniture. Construction spending of nearly \$500 million since 2010 has supported employment throughout the region and built one of the most beautiful and modern campuses in the state.

The Central Washington University Strategic Plan calls for continued public service and community engagement, with emphasis on the level of collaboration between the University and local communities to contribute to the education, social, and economic progress of Washington communities. Under new leadership in 2021, Central Washington University is committed to working with the City of Ellensburg to expand community engagement, collaborative partnerships, and regional economic development.



Tourism

Tourism is one of the five top economic drivers for Ellensburg, with year-round events such as Dachshunds on Parade, [Ellensburg Music Festival](#), Buskers in the Burg, Winter Hop Brewfest, and First Friday Art Walks providing entertainment for thousands of locals and visitors. Many of these events are held in the historic city center, with Central Washington University also offering a full calendar of music, conferences, and sports related activities. Outdoor recreation, event and

performance centers, conferences, and youth sports provide growth potential for the local tourism industry. [Ellensburg's creative industry, that includes tourism, is a \\$29 million industry in 2018, has the potential to help drive Ellensburg's overall economic growth.](#)

Lodging tax continues to grow [steadily](#) with 2018 recording \$[530,000](#) , 2019 recorded at [\\$578,000](#), while, 2020 experienced the a drop due to the global pandemic. However, post Covid-19, we see a strong year-over-year rebound with 2022 recording revenues of [\\$675,000](#). These funds benefit the community in a number of ways through increased tourism, event and project grants, and capital improvements for civil facilities and parks.

Ellensburg is home of the Kittitas County Event Center which hosts the Kittitas County Fair and Ellensburg Rodeo. The Fair and Rodeo is held each Labor Day weekend and the rodeo is continuously ranked in the top 10 rodeos in the nation with over 25,000 visitors attending from outside the community.

The Event Center is located on 21 acres adjacent to the City's eastern-most residential areas. The Event Center hosts more than 1,500 events throughout the year for community organizations, trade shows, expositions, equestrian and livestock events, and other special events. The Center includes conference and event spaces, an indoor arena, stock pens, barns, RV hookups, and on-site parking.

With some structures built over 90 years ago, the Kittitas Valley Event Center is listed on both the Washington State and National Register of Historic Places, offering both cultural and economic opportunities for Ellensburg and the surrounding region.

Technology

While the technology sector is not yet a significant portion of Ellensburg's current economy, there is a drive to ~~grow this sector of Ellensburg's economy~~ [expand and develop this](#)

throughout the region utilizing multi-county partnerships that elevate and promote the Central Washington Region as a whole. The technology sector tends to offer well-paying jobs and is attracted to good schools, high quality of life, and recreational amenities. Ellensburg embodies these characteristics while offering the City of Ellensburg's growing telecommunications utility (see Capital Facilities and Utilities chapter) as well as ~~a~~the close proximity to Seattle, one of the top tech hubs in the nation. ~~Construction of a \$64 million computer science facility at CWU~~ CWU has state-of-the-art computer science facilities along with technology programs in the Departments of Information Technology Administrative Management (ITAM), Computer Sciences, and Advance Industrial Sciences that support areas of future economic expansion.

Arts and Culture

The arts play an important role in the economy in Ellensburg; home to many artists, designers, creative entrepreneurs, and art nonprofits that may be classified under other categories of business activity. Nonprofit arts organizations serve as regular economic contributors to tourism and job base. For example, the Laughing Horse Arts Foundation is a fiscal sponsor for seven performing arts organizations such as Jazz in the Valley, and the Ellensburg Film Festival. Central Washington University is home to the top academic music program on the West Coast. In addition to sponsoring remarkable student performances, the department brings in world-class musicians throughout the year. An expansive campus sculpture collection and degree programs in art and theatre add to the richness of the Ellensburg Arts Community.

The Creative Industry is a vital component of a healthy regional economy and the arts play an important role in the economic development of Ellensburg. The creative sector is a \$29 million economic driver that will increase tourism, bring new and innovative job creation, and expand opportunities throughout Ellensburg. Home to many artists, designers, creative entrepreneurs, artesian spirits, and artistic nonprofits, Ellensburg has become a Central hub with a thriving art and cultural community.

In 2016, the City Council designated 10 percent of construction sales tax revenue to community art, with an annual floor of \$25,000 and a ceiling of \$50,000. As stewards of these funds, the Ellensburg Arts Commission develops strategies, procedures, and goals that reflect the best usage to further the impact of the arts community. Events such as First Friday Art Walk, the Ellensburg Music Festival, Buskers in the Burg, The Bite of the Burg, and Moments to Remember generating income for artists and increase revenue for businesses annually.

In 2021 the Ellensburg Arts and Cultural Alliance was established, uniting artists, artistic nonprofits, foundations, economic development organizations, municipalities, Central Washington University, and community leaders with the purpose of positioning the arts to thrive in Ellensburg and drive economic growth for our community. With a robust strategic plan and strong community participation growth within the Creative Industry can bolster the overall economy of Ellensburg.

Opportunity Zones

Both industrial and downtown retail areas lie largely within “Opportunity Zones,” a community development program established by Congress in the Tax Cuts and Jobs Act of 2017. The zones are intended to encourage long-term investments in low-income urban and rural communities nationwide. The Opportunity Zones program provides a tax incentive for investors to re-invest their unrealized capital gains into Qualified Opportunity Funds (QOF) that are dedicated to investing into Opportunity Zones designated by each state.

Ellensburg’s two Opportunity Zones comprise more than 6,120 acres. Of that, 22 percent is designated for commercial or industrial use; 2,540 acres of vacant land are ready for development.

- Census tract 5303797-5600 includes portions of Central Washington University, the Historic District and Main Street to I-90. The tract includes the city’s warehouse district and is bisected by the BNSF railroad line. Sixty percent of the tract lies within the incorporated city, with the remaining 40 percent within the Urban Growth Area. The tract comprises over 2,000 acres with 44 percent designated as areas that are development-ready with direct access to Interstate 90, rail, and city utilities. Zoning allows for a broad mix of developments: Residential Suburban, Central Commercial, Commercial Highway, Central Commercial II and Light Industrial.
- Census tract 5303797-5500 lies north and west of tract 5600. It runs in a southeast-northwest direction with I-90 as the southwestern border and the Iron Horse Trail acting as the northeastern border. Fifty percent of the tract lies within the incorporated city or Urban Growth Area, with the remaining sited on county land. Zoning allows for diverse applications: Light industrial, urban residential, general commercial, residential suburban, residential office, and commercial tourist.

Foreign Trade Zones

In 2010, the Port of Moses Lake established a 90-mile radius of a Foreign Trade Zone (FTZ) that included all of Kittitas County. A FTZ allows companies to store goods duty-free, delay tax and customs payments, and lower inventory costs. By establishing a FTZ, companies compete more efficiently and cost effectively in the marketplace. Merchandise may be moved into these zones for operations, including storage, exhibition, assembly, manufacturing, and processing. The standard customs entry procedures and payments of duties are not required on the foreign merchandise unless and until it enters the US Custom’s territory, at which point the importer generally has the product. Domestic goods moved into the zone for export may be considered exported upon admission to the zone for the purposes of excise tax rebates and drawback. As part of the county-wide strategic plan, the City of Ellensburg, the Kittitas County Chamber of Commerce, and CenterFuse are developing tactics to encourage businesses to utilize this benefit.

Business Development

Working collaboratively, multiple organizations enhance the community's quality of life through business development.

The City of Ellensburg offers a unique and streamlined approach for businesses to start and grow. From business incentives to a comprehensive review of proposed projects in a Pre-Application Meeting that includes representatives and staff from all the required entities to begin a project. Because the City owns and operates electric, natural gas, water, wastewater, stormwater, and telecommunications utilities, project review is conducted by a single entity at one location which provides increased certainty for development in terms of process, timelines, and requirements for a successful projects. Additionally, the City of Ellensburg has invested in staffing and talent in key roles like Community Development and Economic Development to enhance the overall economic success of the City.

Many organizations throughout Ellensburg work to build the economy and enhance the community's quality of life. Three organizations in particular are directly involved in business development in Ellensburg.

CenterFuse is a Public Development Authority, authorized by RCW 35.21.730 and created by the City of Ellensburg in 1994. CenterFuse recruits, supports, and connects businesses with the resources they need to start, grow, and prosper.

The Kittitas County Chamber of Commerce partners with CenterFuse, the City of Ellensburg, and the County's Downtown Associations on business development, in addition to overseeing tourism, events, and services as the designated County Associated Development Organization (ADO).

The Ellensburg Downtown Association (EDA) is a Certified Main Street Organization through the Washinton Main Street Program and the Department of Archeology and Historic Preservation and follows the designated Main Street Approach for downtown revitalization.

Household Income

In 2015, the median household income for households residing in the City of Ellensburg is \$28,341, however this data is skewed by part-time residence of the students, who compromise 50 percent of the population who may have little or no personal income. Among only family households, the median income in 2014 is \$60,650. Ellensburg's median family household income is about 85 percent of the median income of Washington State, and about 96 percent of the median income of Kittitas County.

Table 20 compares the demographics and family household income of Ellensburg with Kittitas County, and with Washington state.

Table 20. Demographics and Household Income

Ellensburg	Kittitas County	Washington State
------------	-----------------	------------------

2016 population	19,310	43,710	7,183,700
<u>2022</u>	<u>18,703</u>	<u>45,189</u>	<u>7,785,786</u>
Median age	23.7	33.0	37.4
Labor force population (age 18-64), percent of total <u>2022</u>	77% <u>65.6%</u>	68% <u>62.4%</u>	77% <u>63.7%</u>
65 years and over, percent of total population <u>2022</u>	9.2% <u>9.7%</u>	14.1% <u>18.3%</u>	13.6% <u>16.8%</u>
Median family household income <u>2022</u>	\$60,650 <u>\$47,407</u>	\$65,103 <u>\$64,134</u>	\$73,039 <u>\$82,400</u>

Washington Office of Financial Management, United States Census, American Community Survey 5-Year Estimates, 2010-2014 and 2011-2015

The median age in Ellensburg and Kittitas County also are skewed by the large population of college students. During Spring of 2017, there were over 9,600 students attending university on-campus in Ellensburg, or about half of the population of Ellensburg, and just a quarter of the population of Kittitas County. The university is projecting incoming on-campus freshman enrollment to grow by about 2% each year for the next 10 years.

Currently about ~~14%~~ 18% of Kittitas County's population is 65 years and over. Washington State Office of Financial Management demographers project that this population share will increase to about 20% by 2030, as today's baby boomers enter their 70s and 80s. As the center for medical and other services, Ellensburg could expect to see growth in residents 65 years and over, and an increase in demand for services and senior and/or assisted living facilities.

Employment

In Kittitas County employment grew at a rate of 2.5% between 2000 and 2008. The County suffered job losses during the recession beginning in 2009, and since then job growth has been stagnant or slow. In 2014, county employment finally surpassed the 2008 peak. During the entire period of 2000 – 2014, county employment grew at an average annual rate of 1.4%. The employment sectors with the highest growth between 2000 and 2014 were professional and business services, and the leisure and hospitality sectors (Table 21). The Washington State Employment Security Department has projected that these two sectors, and Education and Health Services, will experience the highest growth rates over the next several years. Many of Ellensburg’s top employers are in these sectors.

Ellensburg’s annual employment growth rate of 0.7 percent, between 2002 and 2013, was slower than the countywide employment growth. Between 2013 and 2014, there was an 8 percent decline in the total number of workers in Ellensburg.

Between 2002 and 2014 there has been a slow decline in the number of Ellensburg residents who work in Kittitas County, and a steady increase in the number of Ellensburg residents who work outside Kittitas County. In 2014, the counties where the greatest shares of Ellensburg residents worked were Kittitas (53 percent), King (14 percent), Yakima (9 percent).

Employment Post Covid-19

Overall, the employment market in Kittitas County is limited in diversification. Per the Employment Security Department, approximately 62.6 percent of all jobs in Kittitas County are from five specific industry sectors: local government, accommodation/food services, construction, retail trade, and state government. Of these five, local and state governments were the top two industries in terms of payroll. The construction industry is the largest private sector and has seen significant growth in a post-Covid 19 economy, however, trends indicate that the housing market was experiencing increase in demand prior to the pandemic. For example, county-wide in 2015 there were 295 housing permits compared to 545 permits in 2021. Ellensburg along with county-wide partners are working together to diversify the overall job market, recruiting new industries around key targeted sectors that will bring new training opportunities, family wage jobs, and strengthen our local economy.

TOP EMPLOYERS IN ELLENSBURG

- Central Washington University
- Kittitas Valley Healthcare
- Ellensburg School District
- Kittitas County
- Anderson Hay and Grain
- Elmview
- Fairpoint Communications
- Fred Meyer
- City of Ellensburg
- Twin City Foods, Inc.
- Super 1 Foods

While unemployment was unprecedented during the Covid-19 pandemic of 2020, Kittitas County has seen unemployment decrease year over year since. As of July 2023, per Washington State Employment Security Department, 22,786 of the available labor force in Kittitas County, 21,950 were employed, leaving 836 individuals unemployed.

Table 21. Kittitas County Employment and Growth Rates by Sector

Employment sector	09/2015 employment	Average annual growth rate		ESD projected annual growth rate	
		2000 - 2014	09/2014 - 09/2015	2013 - 2018	2018 - 2023
Goods producing	1,510	0.91%	0.00%	-	-
Trade, transportation, utilities	2,500	0.12%	5.00%	1.37%	0.95%
Information & financial activities	730	2.41%	5.80%	0.00%	0.43%
Professional & business services	680	2.73%	17.20%	1.39%	2.23%
Leisure and hospitality	3,210	2.52%	22.10%	2.07%	1.38%
Private education & health services	1,450	2.04%	3.60%	3.59%	1.89%
State & local government	6,340	1.61%	17.00%	1.29%	1.21%
Federal government	180	-1.78%	12.50%	-1.28%	0.00%

Employment Forecasts

The employment target is the amount of job growth the jurisdiction should plan to accommodate during the 2017-2037 planning period. Ellensburg's employment target for this period is 6,998 additional jobs.

The Kittitas County Conference of Governments countywide employment projection is a 2 percent average annual growth rate; with 80 percent of employment growth projected to occur in incorporated areas and their Urban Growth Areas, and 20 percent projected to occur in rural areas outside of urban growth areas. The allocation method is based on current shares of employment growth by sector based on each incorporated areas baseline (2013) share of total employment in that sector. See Table 22 below. For additional detail on employment forecasts please see the Community Profile and Land Use chapters.

Table 22. City of Ellensburg Employment Allocation

Jurisdiction	2015 Employment	20 year employment allocation	2037 Employment
Ellensburg	11,490	6,998	18,488
Total	19,362	11,155	30,517

Estimated employment in 2015 for Ellensburg and its urban growth area is approximately 11,490 jobs, which equates to about 1.4 jobs per household, and about 59 percent of jobs countywide. Between 2002 and 2013 Ellensburg experienced about 29 percent of the countywide employment growth

The 20-year employment allocation for the City of Ellensburg would result in a total of 18,488 jobs, and about 1.3 jobs per household. The employment allocation is based upon Ellensburg and each of the incorporated areas in Kittitas County maintaining their current share of employment. Population was allocated using a similar method, and therefore projects that jobs per household would also be maintained over the next 20 years.

Based on a countywide land capacity analysis the employment allocation is within what Ellensburg can accommodate, based on the current zoning and land use regulations. The Land Use chapter contains descriptions and locations of future land use designations that will accommodate employment in the form of mixed use areas, neighborhood commercial activities, regional commercial uses, and industrial areas.

GOALS, POLICIES, & PROGRAMS

These economic development goals, policies, and programs are designed to work with the other elements to help stimulate economic growth and focus on areas that take into account Ellensburg's unique characteristics and opportunities for growth.

Goal ED-1: *Strengthen city partnerships throughout the county and expand resources to support economic opportunities that benefit all.*

- | | |
|------------------|---|
| Policy A | Continue to implement and regularly update a strategic economic development plan with representatives from the following sectors: industrial, transportation, agriculture, tourism, healthcare, <u>education technology, advance manufacturing, government, and public safety.</u> |
| Program 1 | Coordinate with <u>regional</u> economic development groups to <u>create, promote, and</u> recruit <u>brand</u> new businesses. |
| Program 2 | Strengthen collaboration among the business community, economic development stakeholders, Central Washington University, healthcare organizations, <u>workforce agencies,</u> local governments, tourism organizations, and other <u>regional economic development organization partners and</u> higher education <u>organizationsinstitutions.</u> |
| Program 3 | Partner with local <u>regional</u> organizations to establish <u>and extend</u> training, funding, and business development opportunities for small businesses. |

- Program 4* Develop, refine, and implement economic monitoring to help advance the City's economic development policies and programs with a focus on equitable business retention and growth.
- Program 5* Ensure strong partnerships with local school district to encourage enhanced K-12 educational opportunities and training.
- Program 6* Support programs that increase availability of affordable housing and public transportation.
- Program 7* Support efforts to continue the I-90 Snoqualmie Pass East project beyond Easton to Cle Elum, and ultimately to Ellensburg, to address safety, freight, and business mobility, and other issues related to chronic traffic congestion.
- Policy B** **Integrate economic strategies into community planning activities.**
- Program 1* When evaluating future locations for particular land use districts and zoning designations, consider local and regional market needs (i.e., trip counts, visibility, etc.) of the types of businesses likely to locate in those areas.
- Program 2* Direct capital improvements to key areas to create a sense of place for all and to expand grow and attract businesses and commerce.

Goal ED-2: Stimulate and diversify Ellensburg's economy.

- Policy A** **Encourage diversified growth that will provide and expand goods and services to the local and regional community.**
- Program 1* Market to a variety of business – both large and small – that provide goods and services to local and regional populations.
- Program 2* Promote economic activity that diversifies sources of revenue and expand the employment base.
- Policy B** **Promote the retention and expansion of existing businesses as well as the development of new businesses.**
- Program 1* Solicit comments and feedback from local businesses on things that the City could change to better support local businesses.

- Program 2* Establish incentives and development flexibility to retain existing businesses, attract new businesses, and encourage quality development.
- Program 3* Partner with economic development groups to inventory and share information regarding vacant building and lot space.
- Program 4* Promote development of vacant lots and infill development within Ellensburg's urban core.
- Program 5* Continue to provide high quality and cost-efficient city services and facilities and promote these as one of Ellensburg's economic development assets.
- Program 6* Identify segments of existing businesses and develop strategies and programs to remove barriers for growth and expansion.
- Program 7* Expand City telecommunications utility infrastructure through residents and Central Washington University to open avenue for new business start-ups and foster their development.
- Program 8* Identify opportunities for innovation through residents and Central Washington University to open avenues for new business start-ups and foster their development.
- Program 9* Utilizing the community's assets of location, workforce, and quality of life, develop and launch a pro-active, equitable business recruitment strategy that directly pitches the City as a place to do business to outside community prospects for relocation or expansion of additional locations.
- Program 10* Market the Opportunity Zones and work with the Port of Moses Lake regional ports to identify existing businesses that could take advantage of Kittitas County's Foreign Trade Zone status and development marketing strategies to promote and utilize status for new development.
- Policy C Develop and maintain an effective and predictable regulatory environment.**
- Program 1* Provide efficient, predictable, and customer-service oriented permitting processes.
- Program 2* Consider streamlining permitting by establishing a one-stop permit center for all permits.
- Program 3* Encourage the use of the pre-application process as a means of identifying potential obstacles to the development of a particular site.

Program 4 Establish predictable processing times and consistent review processes, and post timelines on the City's website.

Policy 5 Work with ~~EBDA~~regional EDOeconomic development organizations to create "How to" guide for new businesses, investors, and developers to work with the city on new business creation, land development, and building redevelopment.

Policy D Encourage development of light industrial uses within the City of Ellensburg.

~~*Program 1* Develop City owned property off Dolarway for a light industrial park.~~

Program 1 Work collaboratively with education, workforce development, and business to identify and grow industry clusters aligned with regional values to create a resilient economy.

Program 2 Continue to partner with Kittitas County on development of the Kittitas County Industrial Park at the airport.

Program 3 Work with ~~EBDA~~economic development organizations to identify strategic locations for light industrial land use and zoning changes to encourage innovation and job creation.

~~*Program 4* Analyze effectiveness of City owned business incubator and create action plan to readdress its usage or sell the property to EBDA for redevelopment or sale.~~ This was sold in 2021

Goal ED-3 Grow and sustain a qualified workforce.

Policy A Coordinate with local high schools, higher education institutions, workforce development, vocational rehabilitation, and local businesses to train a diverse workforce that is prepared for emerging job markets.

Program 1 Consider public/private sponsorship of entrepreneurial education.

Program 2 Encourage organizational partnerships that focus resources toward increasing the employability of all ~~citizens~~ people.

~~*Program 3* Educate businesses on how to utilize area educational institutions to engage student internship programs, encourage local innovation opportunities, and create technical training programs to support construction and industry.~~ Work collaboratively with K-12, workforce development, technical skills training, and higher education institutions to create stackable educational pathways for a flexible future workforce.

Program 4 Diversify and expand the city's job base, with focus on attracting living-wage jobs, to allow people to work and live in the community.

Goal ED-5 Emphasize equity-focused economic development of downtown as an economic, tourist, retail, art, and event destination.

Policy A Promote access from Interstate 90 and create a desire to stop within the central business area of Ellensburg.

Program 1 Establish land uses that recognize Canyon Road, Main Street, University Way, Vantage Highway, and Dolarway as entrances to our city.

Program 2 Expand and enhance the wayfinding system to local businesses, city parking, tourist facilities and attractions, and pedestrian paths.

Program 3 Encourage and support diverse cultural activities and the arts and recognize their contributions to the local economy.

Program 4 Partner with the Kittitas County Chamber of Commerce and the Ellensburg Downtown Association to develop incubators and incentives for development in the downtown area.

Program 5 ~~Work with EBDA to identify key buildings for development of technology and creative sector jobs.~~ Work with all economic development organizations, including Central Washington University, to identify key buildings for development of technology and creative sector jobs.

Program 6 ~~Work with Arts Commission to produce a cultural assessment and develop downtown as an ArtsWA Certified Creative District.~~ Collaborate with creative sector organizations to achieve Creative District designation and expand creative sector.

Program 7 Be proactive as to re-evaluating policies and strategies for downtown parking as the downtown evolves, referencing the 2019 Nelson/Nygaard Parking Study.

Policy B Partner with ~~local~~ regional EDOs and community organizations to implement the downtown economic development plan.

Program 1 Encourage mixed uses in the downtown area to support increased commercial and tourist activity, walkability, and diverse housing options.

Program 2 Provide enhanced public gathering places downtown to encourage a sense of place and community.

Goal ED-5 Embrace tourism as an economic development tool.

Policy A **Market Ellensburg's tourism opportunities by developing a marketing strategy to address all tourism segments of the region.**

Program 1 Advertise to targeted interests at the regional, national, and international level.

Program 2 Keep detailed and updated content management platforms such as websites and mobile applications.

Program 3 Support visitor information centers and kiosks.

Program 4 Explore future development of visitor information services near freeway interchanges.

Program 5 Promote Ellensburg's role as a destination to regional recreation and cultural activities.

Program 6 Create community gateway sign to attract visitors into business core.

Program 7 Support destination marketing organizations through lodging tax funds.

Policy B **Market Ellensburg's central location for conventions, business meetings, sports tournaments, cultural events, and other activities.**

Program 1 Inventory and manage data about where regional tourism-based enterprises can meet and use community spaces and resources.

Program 2 Coordinate and promote a central booking location for public/private regional facilities.

Program 3 Provide a consistent level of reliable public transportation between public and private local facilities and accommodations.

Program 4 Leverage lodging tax funding to support events and promotions and development of government-owned facilities and parks for tourism related markets.

Policy C **Support and expand opportunities for tourism-based investments.**

Program 1 Identify appropriate zoning districts to allow for short-term rental property.

Program 2 Identify appropriate zoning districts to allow for ancillary tourism activities.

Goal ED-6 Foster economic development through promoting energy efficiencies and use of renewable energy.

*Policies and programs on renewable energy and promotion of energy efficiencies are addressed in the Capital Facilities and Utilities Chapter.

ACTION ITEMS

Airport master plan implementation

Collaborate with Kittitas County to ensure the implementation of the airport's master plan contributes to the overall economic growth in the region, and that Ellensburg's land use plans are compatible with continuing airport and airport-related uses.

Economic development vision and strategic plan

Collaborate with local economic development organizations to prepare an economic development vision and strategy for Ellensburg, which identifies the types of land use designations and the relative priorities of capital investment necessary to foster economic development and promote living wage jobs in Ellensburg.

07/28/23 Update: In 2023 we completed an updated the Kittitas County Economic Development Strategic Plan was created in partnership with a county-wide coalition of county, cities, jurisdictions and economic development organizations throughout the county. The plan consists of a five-point strategy focused on:

1. Collaboration: Unite upper and lower County government and organizations in shared goals and action that benefit the County as a whole.

2. Economic Resilience: Provide residents with tools and resources to access jobs and opportunities in the area, including entrepreneurship.

3. Balanced Growth: Direct and manage the growth of the County to build a dynamic community that remains an attractive and affordable place to live.

4. Community Investment: Develop the County's infrastructure to meet its current and future needs and position it to amplify the advantage of its central location.

5. Preservation: Preserve the legacy of the County, valuing its assets and resources to turn them into opportunities for future generations.

The county-wide coalition begins full implementation of the strategic plan in September 2023.

Increase usable industrially-zoned property

Review the industrial land inventory and identify and implement steps within the City's control to make more light industrial land available in less constrained areas.

Kittitas Valley Event Center Master Plan:

Encourage an updated long-term plan for the Kittitas County Event Center in order to facilitate long-term growth and best land use. Collaborate with the Kittitas County Event Center as a major cultural site and economic generator in Ellensburg.

Streamline/automate permitting process

Review land use permitting processes and make adjustments as necessary to streamline approval processes while still ensuring projects enhance Ellensburg's economic vitality and community character.

POLICY CONNECTIONS

Policies and programs that address energy efficiencies and renewable energy are addressed in the **Capital Facilities and Utilities** and **Environmental** chapter.

The **Transportation** and **Capital Facilities and Utilities** chapters address policies and programs regarding the development of infrastructure for economic development including roadways, transit facilities, and telecommunications.

Goals, policies, and programs that address commercial and industrial land use designations are addressed in the **Land Use** chapter.

Policies and programs that address affordable and diverse housing options are in the **Housing** Chapter.



PROFORMA INVOICE

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Ellensburg, WA 98926
Ph. (509) 204-8250 Fax: (907) 452-5054

BILLING DATE:	ACCOUNT NO:
06/27/23	50080

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JUL 13 2023

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ELLENSBURG, WA 98926

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CITY OF ELLENSBURG-CITY CLERK
ANNUAL COMPREHENSIVE PLAN AMENDMENT PRO

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05/09/23, 05/25/23, 06/06/23, 06/22/23

All dates inclusive and that such newspaper were regularly distributed to its subscribers during all of said period. That the full amount of the fee charged for the foregoing publication is the sum of \$376.99 the rate of \$9.00 per column inch for each insertion.

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(SEAL)

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UKC Centennial Center

Looking for a Non-Profit Executive Director to join our team and guide our organization forward by overseeing all operational, financial and technical aspects of the organization. The responsibility of this position is to provide leadership and mentorship to volunteers, acting as a liaison between staff and the board of directors. Ensures that services and funding relationships are robust enough to meet and exceed strategic goals and objectives. The hours are Monday through Friday, an occasional weekend. Salary based on experience. Call for more details if interested and/or to make an appointment to apply 509-574-7530

The UKC Centennial Center

Interviewing for a full time (37.5 hrs per week) Chef position Monday - Friday, breakfast, and lunch. Prepare scratch-made lunch menus on a daily rotation of healthy and nutritious meals. Advise/Senior nutrition experience preferred. Willing to work an occasional weekend and/or evening for groups and banquets. Walk-in the night candidate. Must have current Food Handlers Permit, or willing to obtain within 2 weeks. Successful Manager's Certificate obtain within 30 days of employment. Call for more details if interested and/or to make an appointment to apply 509-574-7530

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NOTICE OF APPLICATION Case # P23-038 & P23-037 SEPA Environmental Review & Site Development Permit

Notice is hereby given that the City of Ellensburg has received a SEPA Environmental Checklist and Site Development Permit application for the following project that may be of interest to you. You are invited to comment on this proposal.

Date of application: April 26, 2023

Date of notice of complete application: June 21, 2023

Comments due date: July 13, 2023

Project Description: Case # P23-038; a SEPA Environmental Checklist (P23-038) and Site Development Permit (P23-037) application for the proposed phased development to establish open yard storage for trailers, portable toilets, associated equipment, and construction of two buildings for warehouse and maintenance associated to the business. Phase 1 of the project includes 1900 cubic yards of gravel for equipment storage and Phase 2 will include asphalt over gravel areas and construction of the two buildings (10,710 sqft and 11,200 sqft) with 10 required parking spaces. The project is located at 604 Anderson Road, Parcel ID #596833 (8.10 acres) in the Heavy Industrial (I-H) zone. The applicant has also submitted a Critical Area Application (P23-055) for this project.

Project Location: The proposed project is located at 604 Anderson Rd, Parcel ID #596833.

Project Applicant: Submitted by Tyler and Rikku Schmitt, Property Owner.

Materials Available for Review: The submitted application and file documents may be examined by the public by visiting the City of Ellensburg Community Development Department webpage at <https://www.ci.ellensburg.wa.us/595/SEPA-State-Environmental-Policy-Act>.

Written Comments: The public is encouraged to review and comment on the proposed project. Written comments must be received via email, or postmarked, by 5:00 pm on Thursday, July 13, 2023. Mailing Address: Community Development Dept., 501 N. Anderson St., Ellensburg, WA 98928.

Staff contact: Laura Wilson- Planner

Email: lwilson@ellensburgwa.gov

Environmental Review (SEPA): The City expects to issue a Mitigated Determination of Non-Significance (MDNS) for this proposal and will use the Standard DNS process in WAC 197-11-350, meaning this may be the only opportunity for public comment on the environmental impacts of the proposal. Mitigation measures may be required under applicable codes, and the project review process may incorporate or require mitigation measures regardless of whether an EIS is prepared. A copy of the threshold determination may be obtained from the City.

PUBLISHED: Daily Record: June 22, 2023

LEGAL # 368970

NOTICE OF ANNUAL COMPREHENSIVE PLAN AMENDMENT PROCESS

The City of Ellensburg is currently accepting Comprehensive Plan amendments for the 2023 annual update cycle. The City's Comprehensive Plan was adopted in 1995, with major updates in 2007 and 2017. The Comprehensive Plan is the City's 20-year plan for guiding future growth and development by articulating the community's vision and reflecting the community's values.

Proposals to amend the Comprehensive Plan may be submitted by any member of the public as well as any member of a City Board or Commission, member of City Council, or City Staff. In order to be considered for docketing during the 2023 amendment process proposals must be submitted by June 29, 2023.

City Council will consider all proposed amendments at its regular meeting on July 17, 2023 at 7:00 pm. At this meeting City Council will determine which proposed amendments are appropriate and ready for consideration during the 2023 annual amendment process.

Please submit proposals in writing to the Community Development Department, 501 North Anderson Street, Ellensburg, WA via email to planning@ci.ellensburgwa.us or by mail to the Community Development Department or on the city's website under the community development tab <https://ci.ellensburgwa.us/DocumentCenter/View/12420/Comp-Plan-Amendment-Form7b1b1d5>

PUBLISHED: Daily Record: May 9 & 25, 2023 and June 8 & 22, 2023 / LEGAL # 369509

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AVAILABLE PUBLISH DATES	FINAL APPROVAL DEADLINE ***Submission deadline is 2 business days prior***
SAT JULY 1, 2023	FRI. JUNE 30, 2023 @ 10:30AM
TUE JULY 4, 2023	FRI. JUNE 30, 2023 @ 10:30AM
WED JULY 5, 2023	MON. JULY 3, 2023 @ 10:30AM

AVAILABLE PUBLISH DATES	FINAL SPACE RESERVATION DEADLINE
SAT JULY 1, 2023	THU. JUNE 29, 2023 @ 12:00PM
TUE JULY 4, 2023	THU. JUNE 29, 2023 @ 12:00PM
WED JULY 5, 2023	MON. JULY 3, 2023 @ 12:00PM

CENTRAL WASHINGTON UNIVERSITY REQUEST FOR QUALIFICATIONS NOTICE TO ARCHITECTURAL/ENGINEERING TEAMS

Central Washington University: Multi-Cultural Center

CWU Contract Number: 15712-03

Submission Time, Day & Date: 3:00 pm, Wednesday, July 12, 2023

Project:

Central Washington University (CWU) is advertising to retain an architectural/engineering team to provide design, construction document and construction administration services for the Multi-Cultural Center on the Central Washington University campus in Ellensburg, Washington.

RFO Document Available Online:

The RFO document with project information, submittal instructions, and related documents can be found at the following website: <http://www.cwu.edu/acbi/rfo-documents>

Contact Information:

During preparation of the qualification submittal, all communications with CWU regarding the submittal request shall be made in writing to Joanne Hillebrand, CWU Senior Architect, Capital Planning & Projects, at 509-563-2809 or Joanne.Hillebrand@cwu.edu

PUBLISHED: Daily Record: June 15 & 22, 2023 / Legal # 365558

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P23-091

RECEIVED

AUG 21 2023

AFFIDAVIT OF PUBLICATION

State of Washington, County of Kittitas, ss: The undersigned being first duly sworn on oath, deposes and says: That he/she is the representative of The Daily Record, a daily newspaper. That said newspaper is a legal newspaper and has been approved as a legal newspaper by order of the superior court in the County in which it is published and it is now and has been for more than six months prior to the date of the publications hereinafter referred to, published in the English language continually as a newspaper in Ellensburg, Kittitas County, Washington, and it is now and during all of said time printed in an true copy of

CITY OF ELLENSBURG-CITY CLERK
N/SEPA CASE P23-091

is published in regular issues (and not in supplement form) of said newspaper once a week for a period of 1 consecutive week(s), commencing on the following days.

08/15/23

All dates inclusive and that such newspaper were regularly distributed to its subscribers during all of said period. That the full amount of the fee charged for the foregoing publication is the sum of \$171.76 the rate of \$9.00 per column inch for each insertion.

[Signature]

Subscribed to me this date: 08/15/23



Printed Name
Notary Public in and for
The State of Washington
(SEAL)

[Signature: Brittany Gonzales]

Signed Name

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• Fireplace front, \$500.

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Legals

NOTICE OF SEPA DECISION MITIGATED DETERMINATION OF NON-SIGNIFICANCE (MDNS)

The City of Ellensburg, on August 15, 2023, issued a Mitigated Determination of Non-Significance (MDNS) under the State Environmental Policy Act (SEPA) Rules (Chapter 197-11 WAC) for a proposed (P23-036) submitted by Tyler and Rikki Schmitt, property owner. The checklist is for the proposed phased development to establish open yard storage for trailers, portable toilets, associated equipment, and construction of two buildings for warehouse maintenance associated to the business. Phase 1 of the project includes 1300 cubic yards of gravel for equipment storage and Phase 2 will include asphalt over gravel areas and construction of the two buildings (10,710 sqft and 11,200 sqft) with 10 required parking spaces. The project is located at 604 Anderson Road, parcel ID #596833 (6.10 acres) in the Heavy Industrial (I-1) zone. The applicant also submitted a Critical Area Application (P23-065) for this project.

After review of the completed SEPA Environmental Checklist, agency and public comments, and review of other information on file, the City of Ellensburg, as the lead agency, determined this project proposal would not have a significant adverse impact on the environment. A Mitigated Determination of Non-Significance (MDNS) was issued with mitigation measures required.

This Mitigated Determination of Non-Significance (MDNS) is issued using the standard MDNS process under WAC 197-11-350. Following the issuance of this MDNS, is a 14-day appeal period. Pursuant to ECC 16.270.200, appeals must be submitted as required by the City of Ellensburg's administrative appeal procedures for Type II permits per ECC 15.230.040(5) and shall be made to the Hearing Examiner and meet all requirements contained in Chapter 15.230 ECC.

Copies of the SEPA MDNS are available via email: willson@ellensburgwa.gov

PUBLISH: Daily Record: August 15, 2023 / LEGAL # 409619

RENTALS

Houses for Rent

Unfurnished

House for Rent

Chick 4 bedroom home for rent in Historic Ellensburg, one block from GWU. Best neighborhood. \$2500 monthly, \$2500 damage. Used car/motor. 509-574-8802



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Please call 509-501-4070

Legals

Legals

IN THE SUPERIOR COURT OF WASHINGTON IN AND FOR KITTITAS COUNTY

IN THE MATTER OF THE ESTATE OF: ALFRET J. KUKES, Deceased	NO. 23-4-0016-19 PROBATE NOTICE TO CREDITORS
--	--

The personal representative named below has been appointed as personal representative of this estate. Any person having claims against the decedent must, before the time the claim would be barred by any otherwise applicable statute of limitations, present the claim in the manner as provided in RCW 11.40.070 by serving or mailing to the personal representative or the personal representative's attorney at the address stated below a copy of the claim and filing the original of the claim with the Court. The claim must be presented within the later of: (1) thirty days after the personal representative served or mailed the notice to the creditor as provided under RCW 11.40.020(1)(c); or (2) four (4) months after the date of the first publication of the notice. If the claim is not presented within this time frame the claim is forever barred, except as otherwise provided in RCW 11.40.051 and 11.40.060. This bar is effective as to claims against both the decedent's probate and nonprobate assets.

Date of first publication: August 8, 2023

Personal Representative
TERRY K. KUKES

Attorney for Personal Representative
JOHN H. F. ULKES

Address for mailing or service:
Law Office of John H. F. Ulkes
P.O. Box 1819
119 West 6th Avenue, Suite 202
Ellensburg WA 98926
(509) 925-3193

Kittitas County Superior Court Case No. 23-4-00116-19

Presented by:

Law Office of John H. F. Ulkes
John H. F. Ulkes, WSBA # 37248
Attorney for Personal Representative

PUBLISH: Daily Record: August 08, 15 & 22, 2023 and / LEGAL # 405923

Ellensburg School District #401

NOTICE OF MEETING TO ADOPT 2023-24 BUDGET AND CONDUCT PUBLIC HEARING

NOTICE is hereby given, pursuant to RCW 26A.505.050 and RCW 26A.505.060, that the Board of Directors of Ellensburg School District No. 401, Kittitas County, Washington will hold a regular meeting on August 23, 2023, commencing at 6:00 PM in the gym at Ida Nason Aronica Elementary. The meeting is called for the purpose of fixing and adopting the budget of the District for the ensuing 2023-24 fiscal year. Prior to adoption of the 2023-24 budget, at 5:30 PM, the Board will hold a hearing for the purpose of receiving comments from the public on the 2023-24 budget. Any person may appear at the hearing and be heard for or against any part of the 2023-24 budget, the four-year budget plan, or any proposed changes to uses of enrichment funding under RCW 26A.505.240 from the Education and Operations Levy. Upon conclusion of the hearing, the Board shall fix and determine the appropriation from each fund contained in the 2023-24 budget and shall, by resolution, adopt the 2023-24 budget, the four-year budget plan summary, and the four-year enrollment projection. Fiscal year 2023-24 budget information is available from the District by contacting Patrick Timme, Fiscal Specialist at 925-8107.

PUBLISH: Daily Record: August 8 & 15, 2023 / LEGAL # 406858

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Legals

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing will be held by the City of Kittitas, City Council in the council chambers, 207 N. Main Street, on August 04 at 6:00 PM.

The purpose of the public hearing is to review the proposed Reservoir 2 Project in relation to its location near or within a designated floodplain. The proposed site for the new reservoir is located near Rte. 81 Road on Kittitas County Parcel No. 851633. Residents near the project area are encouraged to attend.

An outline of the proposed actions, and a map of the project area will be available for review at City Hall beginning July 21, 2023. Comments may also be submitted in writing to the City of Kittitas, City Hall or mailed to P.O. Box 715 Kittitas, WA 98934 by August 4th, 2023, 6:00 PM.

The council chambers are handicapped accessible. Arrangements to reasonably accommodate special needs, including handicap accessibility or interpreter, will be made upon receiving 24-hour advance notice. Contact Christa Stream, City Administrator at (509) 968-0220 or at City Hall

PUBLISH: Daily Record August 3, 5, 8, 9, 10, 12 & 15 2023
LEGAL # 406298

Legals

NOTICE OF SEPA ACTION City of Ellensburg 2023 Annual Docket Cycle SEPA Environmental Review DETERMINATION OF NON-SIGNIFICANCE (DNS)

Notice is hereby given that the City of Ellensburg has issued a Determination of Non-Significance for the proposed 2023 Annual Docket Amendments

Date of application: August 15, 2023
Comments due date: September 5, 2023

Project Description: Case # P23-091: A non-project SEPA Environmental Checklist submitted by Jeremy Johnson, City of Ellensburg. This SEPA Checklist review is a part of the City of Ellensburg's annual comprehensive plan amendment process. The City is proposing live amendments to the Comprehensive Plan, which have been docketed by City Council for the 2023 year. A complete listing and description of the proposed amendments can be found in the SEPA Checklist and Attachment A, as submitted by the applicant.

Project Location: Ellensburg city limits and the Urban Growth Area

Materials Available for Review: The submitted application and the documents may be examined by the public by visiting the City of Ellensburg Community Development Department webpage at <https://www.ellensburgwa.gov/650/SEPAStateEnvironmentalPolicyAct>. Documents available include the SEPA Checklist, Attachment A.

Written Comments: The public is encouraged to review and comment on the proposed project. Written comments must be received via email, or postmarked, by 5:00 pm on Tuesday, September 5, 2023.

Mailing Address: Community Development Dept., 501 N. Anderson St., Ellensburg WA 98926

Staff contact: Jeremy Johnson, Planning Manager. Email: johnstonj@ci.ellensburgwa.us

Environmental Review (SEPA): The lead agency for this proposal has determined that the proposed adoption of the listed amendments will not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a complete Environmental Checklist and other information on file with the lead agency. This information is available to the public upon request.

This Preliminary Determination of Non-Significance (DNS) is issued under WAC 197-11-340(2). The lead agency will not act on this proposal for 21 days from the date of issuance. Agencies, tribes, and the public are encouraged to review and comment on the proposal. If you have any comments on the proposed project and/or the SEPA Checklist, please submit them to our department by mail or email by 5:00 pm on Tuesday, September 5, 2023.

PUBLISH: Daily Record: August 15, 2023 / LEGAL # 410005



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 Ellensburg, WA 98926
Ph. (509) 204-8236 **Fax:** (907) 452-5054

BILLING DATE:	ACCOUNT NO:
08/28/23	50080

CITY OF ELLENSBURG-CITY CLERK
 501 N. ANDERSON
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AD #	DESCRIPTION	START	STOP	TIMES	AMOUNT
415859	NOTICE OF A PUBLIC H	08/29/23	08/29/23	2	\$101.75

Payments:

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Gross: **\$101.75**
 Paid Amount: **\$0.00**

Amount Due: **\$101.75**

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**NOTICE OF A PUBLIC HEARING
CITY OF ELLENSBURG
2023 COMPREHENSIVE PLAN AMENDMENTS**

NOTICE IS HEREBY GIVEN that the City of Ellensburg Planning Commission will hold a public hearing on Thursday, September 14, 2023 at 5:45 p.m. to consider the proposed 2023 amendments to the City of Ellensburg Comprehensive Plan.

During the City Council meeting held on July 17, 2023, City Council docketed 5 proposed amendments for consideration.

Materials Available for Review: The proposed amendments and related documents may be examined by the public by visiting the **City of Ellensburg Community Development Department webpage** at <https://www.ci.ellensburg.wa.us/623/Public-NoticesCurrent-Projects>.

Written Comments from interested persons will be accepted by USPS Mail or email to johnstonj@ellensburgwa.gov up until 5:00 p.m. on September 13, 2023

Mailing Address: Community Development Dept., 501 N. Anderson St., Ellensburg, WA 98926.

Staff contact: Jeremy Johnston, Community Development Planning Manager

NOTICE IS FURTHER GIVEN that all persons interested in this matter may participate in the hybrid meeting by contacting Staff no later than 4:00 pm on **Thursday, September 14, 2023**. An email link, or phone number will be provided which will allow for electronic participation in the public hearing.

The City of Ellensburg strives to make our services, programs, and activities readily accessible and usable by individuals with disabilities. Reasonable accommodations will be made upon request.

PUBLISH: Daily Record: August 29, 2023 / LEGAL #: 415859



**COMMUNITY DEVELOPMENT DEPARTMENT
501 N. Anderson St., Ellensburg, WA 98926**

**State Environmental Policy Act (SEPA)
PRELIMINARY DETERMINATION OF NON-SIGNIFICANCE (DNS)**

Proponent: City of Ellensburg Community Development Department

Location: Ellensburg City Limits and the Urban Growth Area

Description: This SEPA Checklist is a part of the City of Ellensburg's annual comprehensive plan amendment process. The City is proposing five amendments to the Comprehensive Plan, which have been docketed by City Council for the 2023 year. A complete listing and description of the proposed amendments can be found in the SEPA Checklist and Attachment A, as submitted by the applicant.

Lead Agency: City of Ellensburg

File #: P23-091

The lead agency for this proposal has determined that the proposed adoption of this action plan, will not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed Environmental Checklist and other information on file with the lead agency. This information is available to the public upon request.

This Preliminary Determination of Non-Significance (DNS) is issued under WAC 197-11-340(2); The lead agency will not act on this proposal for 21 days from the date of issuance. The lead agency will not act on this proposal for 21 days from the date below. Agencies, tribes, and the public are encouraged to review and comment on the proposal. If you have any comments on the proposed project and/or the SEPA Checklist, please submit them to our department by mail or email by **5:00 pm on Tuesday, September 5, 2023.**

Questions and comments may be submitted by 5:00 p.m. on Tuesday, September 5, 2023 to: Jeremy Johnston, Planning Manager- City of Ellensburg. johnstonj@ci.ellensburg.wa.us, 509-962-7232.

Responsible Official: Jeremy Johnston
Title: Community Development Planning Manager
Address: City of Ellensburg
 Community Development Dept.
 501 N. Anderson St.
 Ellensburg WA 98926
 Phone: (509) 962-7232 Fax: (509) 925-8655



THANK YOU

We have received your amendment submission. Please allow 1-3 business days for review. Please keep the Submittal ID as your receipt and for any future questions. We will also send an email receipt to all contacts listed in the submittal.

Submittal ID: 2023-S-6329

Submittal Date Time: 08/14/2023

Submittal Information

Jurisdiction	City of Ellensburg
Submittal Type	60-day Notice of Intent to Adopt Amendment
Amendment Type	Comprehensive Plan Amendment

Amendment Information

Brief Description

Proposed comprehensive plan amendments for the 2023 annual docket cycle.

☐ Yes, this is a part of the 10-year periodic update schedule, required under RCW 36.70A.130.

Anticipated/Proposed Date of Adoption 11/06/2023

Categories

Submittal Category
Annual Docket
Capital Facilities
Comprehensive Plan
Economic Development

Attachments

Attachment Type	File Name	Upload Date
Comprehensive Plan Amendment - Draft	Attachment A - City of Ellensburg 2023 Annual Docket Cycle Proposed Amendments.pdf	08/14/2023 08:21 AM
SEPA Materials	2023 Annual Docket Cycle SEPA Checklist Signed.pdf	08/14/2023 08:21 AM
SEPA Materials	P23-091 SEPA DNS.pdf	08/14/2023 08:21 AM

Contact Information

Prefix	Mr.
First Name	Jeremy
Last Name	Johnston
Title	Planning Manager
Work	(509) 962-7232
Cell	
Email	johnstonj@ci.ellensburg.wa.us

☐ Yes, I would like to be contacted for Technical Assistance.

Certification

■ I certify that I am authorized to submit this Amendment for the Jurisdiction identified in this Submittal and all information provided is true and accurate to the best of my knowledge.

Full Name	Jeremy Johnston
Email	johnstonj@ci.ellensburg.wa.us



STATE OF WASHINGTON
DEPARTMENT OF COMMERCE
1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000
www.commerce.wa.gov

08/14/2023

Mr. Jeremy Johnston
Planning Manager
City of Ellensburg
501 N Anderson Street
Ellensburg, WA 98926

Sent Via Electronic Mail

Re: City of Ellensburg--2023-S-6329--60-day Notice of Intent to Adopt Amendment

Dear Mr. Johnston:

Thank you for sending the Washington State Department of Commerce (Commerce) the 60-day Notice of Intent to Adopt Amendment as required under [RCW 36.70A.106](#). We received your submittal with the following description.

Proposed comprehensive plan amendments for the 2023 annual docket cycle.

We received your submittal on 08/14/2023 and processed it with the Submittal ID 2023-S-6329. Please keep this letter as documentation that you have met this procedural requirement. Your 60-day notice period ends on 10/13/2023.

We have forwarded a copy of this notice to other state agencies for comment.

Please remember to submit the final adopted amendment to Commerce within ten days of adoption.

If you have any questions, please contact Growth Management Services at reviewteam@commerce.wa.gov, or call Deanah Watson, (509) 290-4754.

Sincerely,

Review Team
Growth Management Services



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401 N Main St,
 Ellensburg, WA 98926
Ph. (509) 204-8236 **Fax:** (907) 452-5054

BILLING DATE:	ACCOUNT NO:
09/12/23	50080

CITY OF ELLENSBURG-CITY CLERK
 501 N. ANDERSON
 ELLENSBURG, WA 98926

AD #	DESCRIPTION	START	STOP	TIMES	AMOUNT
421961	NOTICE OF A PUBLIC H	09/14/23	09/14/23	2	\$129.26

Payments:

Date	Method	Card Type	Last 4 Digits	Check	Amount
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Discount: **\$0.00**
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 Credits: **\$0.00**

Gross: **\$129.26**
 Paid Amount: **\$0.00**

Amount Due: **\$129.26**

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**NOTICE OF A PUBLIC HEARING
CITY OF ELLENSBURG
2023 COMPREHENSIVE PLAN AMENDMENTS**

NOTICE IS HEREBY GIVEN that the Ellensburg City Council will hold a public hearing on Monday, October 2, 2023 at 7:00 p.m. to consider the proposed 2023 amendments to the City of Ellensburg Comprehensive Plan. This meeting will be held both in-person in the Council Chambers AND virtually via Zoom. During the City Council meeting held on July 17, 2023, City Council docketed 5 proposed amendments for consideration.

Materials Available for Review: The proposed amendments and related documents may be examined by the public by visiting the **City of Ellensburg Community Development Department webpage** at <https://www.ci.ellensburg.wa.us/623/Public-NoticesCurrent-Projects>, or by requesting a copy from the Community Development office.

Written Comments from interested persons will be accepted by email up until 5:00 p.m. on October 2, 2023 by sending them to Jeremy Johnston, Community Development Planning Manager at johnstonj@ci.ellensburg.wa.us. Written comments sent via USPS must arrive by the same deadline.

**Mailing Address: Community Development Dept.,
501 N. Anderson St., Ellensburg, WA 98926.**

NOTICE IS FURTHER GIVEN that all persons interested in this matter may participate in the REMOTE meeting by contacting Staff no later than 5:00 pm on **Monday, October 2, 2023**. An email link or phone number will be provided which will allow for electronic participation in the public hearing. A link will also be made available in the City Council agenda packet.

The City of Ellensburg strives to make our services, programs, and activities readily accessible and usable by individuals with disabilities. Reasonable accommodations will be made upon request. A "Request for Accommodation" form may be obtained from the City Clerk Beth Leader by calling 509-925-8614.

PUBLISH: Daily Record: September 14, 2023/LEGAL
#: 421961

ORDINANCE NO. 4926

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, AMENDING THE COMPREHENSIVE PLAN ADOPTED BY ORDINANCE NO. 4785 AND SET OUT IN CHAPTER 15.120 OF THE ELLENSBURG CITY CODE.

WHEREAS, as one of the cities in Kittitas County, the City of Ellensburg is required to adopt and regularly update a comprehensive plan pursuant to the Washington State Growth Management Act (GMA); and

WHEREAS, the City Council adopted Ordinance No. 4785, “Imagine Ellensburg 2037,” as the official Comprehensive Plan for the City of Ellensburg, which was last amended by Ordinance No. 4910; and

WHEREAS, under the GMA and pursuant to Section 15.250.090 of the Ellensburg City Code, the City is authorized to amend its Comprehensive Plan on an annual basis; and

WHEREAS, the City Council adopted Resolution 1997-10 and Ordinance No. 4116 as last amended by Ordinance No. 4807, establishing a policy and procedure for the annual review of proposals to amend the Comprehensive Plan, which are codified in Ellensburg City Code 15.250.090(D); and

WHEREAS, on July 17, 2023 the City Council reviewed all of the proposed Comprehensive Plan amendments for the 2023 annual amendment cycle and moved to docket proposed amendments 23-01, 23-02, 23-03, 23-04, and 23-05, and then forwarded the docketed amendments to the SEPA Responsible Official for SEPA review and to the Planning Commission for review and recommendation; and

WHEREAS, on August 14, 2023 the City Community Development Department provided the required 60-Day Notice of Intent to Adopt Comprehensive Plan Amendments to the Washington Department of Commerce, and the 60-day review period will be complete on October 13, 2023; and

WHEREAS, the SEPA Responsible Official reviewed a SEPA checklist and other information in the record and issued a Determination of Non-Significance on August 14, 2023 for docketed comprehensive plan amendments 23-01, 23-02, 23-03, 23-04, and 23-05, and no comments were submitted during the SEPA comment period; and

WHEREAS, the Ellensburg City Planning Commission held a duly noticed public hearing on September 14, 2023 and the Planning Commission approved a motion to recommend the City Council approve proposed amendments 23-01, 23-02, 23-03, and 23-05 as presented, and to disapprove amendment 23-04; and

WHEREAS, the City Council held a duly noticed public hearing on the matter of adopting the docketed 2023 Comprehensive Plan amendments at its regular meeting on October 2, 2023 at which XX public comments were received, Council entered into the public hearing record the agenda report for Council's October 2, 2023 regular meeting prior to closing the public hearing, after which City Council determined it is in the best interests of the City of Ellensburg that proposed amendments 21-01, 21-02, 21-03, 21-05 be approved and to disapprove proposed amendment 23-04, as presented in accordance with the findings and recommendations submitted by the Planning Commission, and be enacted as an ordinance; and

WHEREAS, all portions of the City of Ellensburg 2017 Ellensburg Comprehensive Plan, "Imagine Ellensburg 2037," as subsequently amended, shall remain in full force and effect except as specifically amended herein;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF ELLENSBURG DO ORDAIN AS FOLLOWS:

Section 1. That document attached to this ordinance as Exhibit "A" and entitled 2023 City of Ellensburg Capital Improvement Plans is hereby adopted into the City of Ellensburg 2017 Comprehensive Plan, "Imagine Ellensburg 2037" as Appendix A (docket amendment 23-01).

Section 2. That document attached to this ordinance as Exhibit "B" and entitled "City of Ellensburg Comprehensive Plan, 2023 Updates" which is included as part of the Comprehensive Plan, is hereby amended to adopt and include docket amendments 21-02, 21-03, and 21-05.

Section 3. All portions of the City of Ellensburg 2017 Comprehensive Plan, "Imagine Ellensburg 2037," as subsequently amended, shall remain in force and effect except as specifically amended herein.

Section 4. Severability. If any portion of this ordinance is declared invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this ordinance.

Section 5. Corrections. Upon the approval of the City Attorney, the City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 6. Effective Date. This ordinance shall take effect and be in force five (5) days after its passage, approval and publication.

The foregoing ordinance was passed and adopted at a regular meeting of the City Council this 16th day of October, 2023.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

Publish:

I, Beth Leader, City Clerk of said City, do hereby certify that Ordinance No. 4926 is a true and correct copy of said Ordinance of like number as the same was passed by said Council, and that Ordinance No. 4926 was published as required by law.

Beth Leader

Exhibit A : 2023 City of Ellensburg Capital Improvement Plans

Item 23-01

APPENDIX A

Table 23. Electric Utility Capital Improvement Plan

Project	2024	2025	2026	2027	2028	2029
Electric System Plan						
Plan Update (every 6 years)	150000					
Capitol Projects						
Berry to Bull Rd Tie			\$ 200,000			
Canyon Rd I90 Crossing Reconductor (D2-1)			\$ 100,000			
Bowers Rd to Reecer Creek Extension (HE-2)					\$ 250,000	\$ 250,000
Feeder 15 Airport Rd to Bender (HE-1)					\$ 150,000	\$ 150,000
Mountain View Reconductor (D2-2)		\$ 500,000				
Sanders to Alder Tie (HE-3)				\$ 80,000		
Sanders to Brick Rd (HE-4)				\$ 175,000		
Anderson/Umptanum Rd Tie	\$ 150,000					
PSE Customer Annexations - Vantage Hwy	\$ 75,000	\$ 75,000				
Gateway II	\$ 125,000	\$ 125,000				
AMI Conversion	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000			
SR97 / Highway 10 Loop	\$ 300,000					
Wildcat Street Feeder System				\$ 315,000		
Street Lighting Laminated / Fiberglass Pole Replacement/ Misc. Lighting Upgrades	\$ 55,317	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Seattle (Willow To Vista View Plat) Extension	\$ 75,000					
Radio Road Conversion					\$ 180,000	
Substation Improvements						
Sub Land Purchase	\$ 225,000					
D1 Dolarway Substation Improvement	\$ 3,000,000	\$ 1,000,000				
TOTAL	\$ 5,155,317	\$ 2,750,000	\$ 1,350,000	\$ 620,000	\$ 630,000	\$ 450,000
Grand total	\$10,955,317.00					

Table 24. Information Technology Capital Improvement Plan

Project	2024	2025	2026	2027	2028	2029
IT Strategic Plan						
Plan Updates (every 3 years)			\$20,000			\$20,000
IT Computer Replacements						
Hardware	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000	\$65,000
Software	\$34,000	\$34,000	\$34,000	\$34,000	\$34,000	\$34,000
Consultant Services	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
IT Enterprise Applications						
Hardware	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Records Management	\$50,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
ERP replacement	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000
Software	\$185,000	\$185,000	\$185,000	\$185,000	\$185,000	\$185,000
Consultant Services	\$100,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
IT Network Resources						
Hardware	\$40,000	\$40,000	\$20,000	\$20,000	\$20,000	\$20,000
Software	\$53,000	\$53,000	\$53,000	\$53,000	\$53,000	\$53,000
Consultant Services	\$32,000	\$32,000	\$32,000	\$32,000	\$32,000	\$32,000
Off Site Data/DR	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Network Cable Upgrades	\$10,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
GIS Strategic Plan						
Plan Updates (every 3 years)		\$15,000			\$15,000	
GIS Enterprise Applications						
GIS - Asset Management System	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
GIS - Permit, licensing, and Service Applications	\$90,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
GIS Network Resources						
Hardware	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Software	\$52,000	\$52,000	\$52,000	\$52,000	\$52,000	\$52,000
Consultant Services	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Total	\$941,000	\$786,000	\$771,000	\$751,000	\$766,000	\$771,000
GRAND TOTAL	\$4,786,000					

Table 25. Natural Gas Utility Capital Improvement Plan

Project	2024	2025	2026	2027	2028	2029
Gas System Planning & Programs						
System Plan Update (every 6 years)			\$120,000			
DIMP Program	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
PSMS Program	\$30,000	\$5,000	\$15,000	\$5,000	\$15,000	\$10,000
Public Awareness Program	\$25,000	\$25,000	\$30,000	\$30,000	\$30,000	\$30,000
System Improvements						
No 6 Road / Vantage Hwy Loop	\$600,000					
Misc System Integrity Looping	\$30,000	\$30,000	\$30,000	\$40,000	\$40,000	\$40,000
Vantage Highway (Gateway II)		\$350,000				
SR97 / Highway 10 Loop	\$200,000					
Pipe Boring under Roads, RR, and Creeks	\$40,000	\$50,000	\$50,000	\$50,000	\$60,000	\$60,000
WWTP RNG Station	\$100,000					
Emission Mitigation Equipment	\$80,000					
Misc System Improvements	\$100,000	\$120,000	\$120,000	\$140,000	\$140,000	\$140,000
Tap/Regulator Station Upgrades						
System Telemetry Upgrades	\$15,000		\$20,000		\$20,000	
Tap Station Land Acquisition	\$120,000					
Kittitas Tap Station Site Improvements		\$450,000				
Cathodic Protection System Improvements						
Anode Bed Replacements	\$160,000					
Cathodic Protection (CP) System Study		\$90,000				
Cathodic Protection Close Interval Survey	\$30,000					
Tap Station CP Interference Testing/Analysis	\$15,000					
Meter/ERT Upgrades/Improvements						
Meter Proving/Refurbish	\$40,000	\$40,000	\$40,000	\$50,000	\$50,000	\$50,000
Meter/ERT Change-Outs	\$140,000	\$200,000	\$200,000	\$140,000	\$140,000	\$140,000
AMI Conversion		\$800,000				
Developments						
Misc System Developments	\$150,000	\$150,000	\$200,000	\$200,000	\$200,000	\$225,000
Total	\$1,880,000	\$2,315,000	\$830,000	\$660,000	\$700,000	\$700,000
Grand total	\$7,085,000					

APPENDIX A

Table 26. Parks and Recreation Capital Improvement Plan

Project	2024	2025	2026	2027	2028	2029
Rotary Park Fieldhouse	\$25,000,000.00					
Rotary Pavilion Property Development	\$2,500,000.00					
North Alder Street Park Sprayground	\$250,000.00					
IRRP Playground			\$200,000			
Kiwanis Park Skatepark Improvements	\$545,000.00					
Reed Park Improvements	\$200,000.00	\$200,000	\$200,000			
Community Center				\$50,000,000		
McElroy Park Improvements				\$30,000		
Pickleball Court Development (4)		\$110,000				
Rotary Park and Trail Development			\$500,000			\$5,000,000
New Park Acquisition					\$200,000	
Mt. View Park Multi Purpose Court Improvements		\$40,000				
Mt. View Park Tennis Court Development (6)			\$410,000			
PTCSTP Reconnection		\$825,000	\$75,000	\$200,000	\$500,000	\$300,000
Yakima River Trail			\$750,000			
Irene Rinehart Park Improvements						\$1,827,000
Kleinberg Park Improvements					\$17,000	
Mt. View Park Improvements						\$188,300
Paul Rogers Park Improvements		\$118,000				
South Main Entry Park Improvements						\$20,000
Veterans Memorial Park Improvements					\$401,000	
West Ellensburg Park Improvements					\$432,600	
Wipple Park Improvements	\$50,000.00					
Off Leash Park Phase II		\$10,000				
Totals	\$28,545,000	\$1,303,000	\$2,135,000	\$50,230,000	\$1,550,600	\$7,335,300
Grand Total	\$91,098,900					

APPENDIX A

Table 27. Sewer Capital Improvement Plan

Project	2024	2025	2026	2027	2028	2029	2030-2040
Maintenance Issues & Concrete & Clay Pipe Replacement	\$150,000	\$180,000	\$180,000	\$200,000	\$200,000	\$200,000	\$2,200,000
Concrete & Clay Pipe Replacement							\$4,050,000
Cora Street Pump Removal/Main Extension				1,500,00			
Anderson Road Extension	\$1,500,000						
Totals	\$1,650,00	\$180,000	\$180,000	\$1,700,00	\$200,000	\$200,000	\$6,250,000
Grand Total	\$10,360,000						

Table 28. Stormwater Capital Improvement Plan

Project	2024	2025	2026	2027	2028	2029
Effectiveness Monitoring	\$ 74,073	\$ 92,039	\$ -	\$ -	\$ -	\$ -
University Avenue Gateway Project (Wenas to Whiskey Cr.)	\$2,500,000					
Street Tree Inventory and Assessment	\$80,000	\$0	0	0	0	0
Annual Stormwater Project (Varies)	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Phase II Levee Reecer Dolarway	\$ 1,200,000					
University Avenue Gateway II Project (Vista Rd. to E. CL)	\$1,025,000		\$ 4,900,000			
Totals	\$ 4,954,073	\$167,039	\$ 4,975,000	\$ 75,000	\$ 75,000	\$ 75,000
Grand Total	\$10,321,112					

Table 29. Telecommunications Capital Improvement Plan

Project	2024	2025	2026	2027	2028	2029
Telecom Strategic Plan						
Plan Updates (every 3 years)	\$20,000					
System Improvements						
WWTP Fiber Optic Connection	\$55,000					
Bull Road	\$20,000					
Hardware Refreshment	\$100,000	\$25,000	\$25,000	\$25,000	\$100,000	\$25,000
Outdoor Plant Improvements	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000
Gateway 2 Project	\$20,000	\$20,000				
Telecom Connections	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Telecom Infrastructure	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Line Extensions						
Commercial Customers	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Wireless Improvements						
Community WiFi, Wireless Equipment for DR/Backup or Temporary Svc.	\$10,000	\$10,000				
Total	\$353,000	\$183,000	\$153,000	\$153,000	\$228,000	\$153,000
GRAND TOTAL	\$1,223,000					

Table 31. Waste Water System Capital Improvement Plan

Project	2024	2025	2026	2027	2028	2029	2030-040
Digester and GBT Building Electrical Upgrades	\$ 848,000						
Recirculation Pump Station		\$ 275,000					
Boiler Building		\$ 40,000					
Aeration	\$ 200,000	\$ 30,000,000					
New Clarifier		\$ 10,000,000					
Rebuild Clarifiers			\$ 1,700,000				
Methane Recapture Analysis/Contract	\$ 1,040,000						
Totals	\$ 2,088,000	\$ 40,315,000	\$ 1,700,000	\$ -	\$ -	\$ -	\$ -
Grand Total	\$44,103,000						

Table 32. Water System Capital Improvement Plan

Project	2024	2025	2026	2027	2028	2029	2030-2040
Aquifer Storage and Recovery Program	\$ 300,000						\$ 5,000,000
Craig's Hill Pressure Zone	\$ 1,210,000						
Reservoir Siting Study	\$ 50,000						
Craig's Hill Reservoir Seismic Study and Retrofit	\$ 50,000	\$ 180,000					
Pfennig Loop					\$ 274,000		
Airport Well 3 and 1824 Zone Connector						\$ 160,000	
Memorial Park Main Relocation	\$ 50,000						
Walnut Street Main Replacement		\$ 286,000					
Seattle Ave. Main Extension	\$ 323,000						
24-inch Main Inspection	\$ 25,000						
24-inch Valve Rehabilitate	\$ 40,000	\$ 40,000					
New 1860 Pressure Zone				\$ 2,500,000	\$ 1,840,000		
New 4.0 MG 1824 Zone Reservoir				\$ 4,745,000	\$ 4,745,000		
Reservoir Corrosion Control Program	\$ 230,000						
Permanent On-Site Well Backup Generators		\$ 550,000		\$ 550,000		\$ 550,000	\$ 1,200,000
Recoat Reservoirs			\$ 825,000				\$ 825,000
AMI Conversion			\$ 500,000				
Pressure Reducing Valve							\$ 81,000
New Well(s)	\$ 50,000	\$ 3,000,000	\$ 3,500,000				
Water System Plan Update							\$ 300,000
Rotary Park Irrigation	\$ 750,000						
Oversizing Fund	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 520
Pipe Replacement Fund	\$ 100,000	\$ 100,000	\$ 110,000	\$ 110,000	\$ 120,000	\$ 120,000	\$ 1,320,000
Meter Testing	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 455,000
Pump and Motor Inspection/Repair	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 416,000
Totals	\$ 3,308,000	\$ 4,286,000	\$ 5,065,000	\$ 8,035,000	\$ 7,109,000	\$ 960,000	\$ 9,597,520
Grand Total	\$38,360,520						

		CITY OF ELLENSBURG		PUBIC HEARING DATE:		6/20/2023					
		6-YEAR TRANSPORTATION IMPROVEMENT PLAN		ADOPTION DATE:		6/20/2023					
		2024 TO 2029 (INCLUDES CURRENT WORK REMAINING IN 2023)		RESOLUTION NO.		2023-14					
		REVENUE BY YEAR (thousands)									
		SOURCE		2023*	2024	2025	2026	2027	2028	2029	TOTALS
		ARTERIAL STREET		735	136	308	45	113	395	118	1,850
		REGIONAL STBG		20	1,284	0	0	0	710	750	2,764
		SALES TAX RESERVE		1,370	1,340	0	430	1,425	1,155	500	6,220
		FEDERAL SAFER ROUTES TO SCHOOL & PEDESTRIAN/BICYCLE GRANTS		0	2,580	872	0	750	750	250	5,202
		WSDOT SAFETY PROGRAM		0	0	0	4,350	0	0	0	4,350
		TRANSPORTATION IMPROVEMENT BOARD (TIB) - Grant Programs		260	2,472	886	200	1,700	3,475	2,800	11,793
		DISTRESSED COUNTY SALES/USE TAX		62	144	134	0	0	609	0	949
		1/4 CENT REAL ESTATE EXCISE TAX		438	2,141	162	50	0	250	0	3,041
		MAP-21 TRANSPORTATION ALTERNATIVES PROGRAMS		0	403	0	0	0	475	0	878
		DOE FISCAL YEAR WATER QUALITY GRANT		1,450	4,250	0	0	0	0	0	5,700
		COUNTY LODGING TAX GRANT		0	67	0	0	0	0	0	67
		LOCAL LODGING TAX FUNDS		0	66	0	0	0	0	0	66
		TRANSIT		25	0	0	0	0	0	0	25
		OTHER AGENCY OR CITY DEPARTMENT		5	8,501	330	0	0	1,036	300	10,172
		LOCAL IMPROVEMENT DISTRICT (LID) / DEFERRALS		0	4,700	0	0	1,145	695	8,200	14,740
		TRAFFIC IMPACT FEES		62	831	55	2,195	0	990	993	5,126
		NOT FUNDED		0	0	0	0	0	0	0	0
		TOTAL REVENUE		4,427	28,915	2,747	7,270	5,133	10,540	13,311	72,943
		EXPENDITURES BY YEAR (thousands)									
		PROJECT		2023*	2024	2025	2026	2027	2028	2029	TOTALS
1	S/P	Bridge Inspections		5	5	5	5	5	5	5	35
2	S/P	Engineering Transfer		15	15	15	15	15	15	15	108
3	S/P	Signal Optimization		25	25	25	25	25	25	25	175
4	S/P	Alley Reconstruction (Semi-Annual)		80	0	85	0	90	0	95	350
5	S	University Way and Reecer Creek Road Signalization		25	0	0	0	0	0	0	25
6	S	5th Ave. and Railroad Ave. Traffic Signal Installation		124	0	0	0	0	0	0	124
7	S	University Way Gateway - Nanum Street to Red Horse Diner		2,500	0	0	0	0	0	0	2,500
8	S	Downtown Slurry Seal		129	0	0	0	0	0	0	129
9	S	Main St. Overlay - 3rd Ave to University Way		592	0	0	0	0	0	0	592
10	S	Wildcat Way Overlay (University Way to 18th Ave)		646	0	0	0	0	0	0	646
11	S	Ruby St Skim Patch		220	0	0	0	0	0	0	220
12	S	Planning Road Shared Use Pathway		50	526	0	0	0	0	0	576
13	S/P	Helena Ave Imp (Water St to 3,200' west, Cora Connection, portion in KC jurisdiction)		150	300	0	0	0	0	5,450	5,900
14	S	Brick Rd Improvements		191	1,485	0	0	0	0	0	1,676
15	S/P	Mountain View Ave and Bul Rd/Willow St Intersection Enhancements		75	0	750	0	0	0	0	825
16	S/P	University Way Gateway II - Vista Rd to east City Limits		510	515	5,125	0	0	0	0	6,150
17	S	Planning Rd Sidewalk - 240' North of Vantage Hwy to Radio Rd		272	1,867	0	0	0	0	0	2,139
18	S/P	Alder St Sidewalk - One Side - Capitol Ave to 4th Ave		0	75	0	80	0	85	0	240
19	P	Large Scale Wayfinding Implementation Project		0	133	0	0	0	0	0	133
20	S/P	Capitol Ave Sidewalk Replacement - Main St to Sampson St		0	100	0	110	0	130	0	340
21	P	Anderson/Umplatum/Railroad Ave. Road Widening Overlay (Joint w/ County)		0	500	550	6,260	0	0	0	7,310
22	P	Recon Trail and Sidewalk Extension - PTC to Bender and Hannah to Whiskey Cr		0	250	2,791	0	0	0	0	3,041
23	P	University Way Overlay - (BNSF To Whiskey Creek)		0	540	0	0	0	0	0	540
24	P	Water St. Overlay - University Way to Manitoba, Manitoba from Water to Main		0	0	1,416	0	0	0	0	1,416
25	P	1st Ave Sidewalk Improvements - Ruby St to Sampson St - North Side		0	0	234	0	0	0	0	234
26	P	Palouse to Cascades Reconnect Trail - Sanders to Airport		0	0	804	0	0	0	0	804
27	P	15th Ave Sidewalk Improvements - Cora St to Water St - North Side		0	0	185	0	0	0	0	185
28	P	Wildcat Way and 18th Intersection Enhancements		0	0	0	756	0	0	0	756
29	P	University Way and Water Street Intersection Enhancements and Widening		0	0	0	3,270	0	0	0	3,270
30	P	Mountain View Ave and Ruby St Intersection Enhancements and Widening		0	0	0	2,920	0	0	0	2,920
31	P	Canyon Rd Overlay - Umplatum to Mountain View Ave		0	0	0	260	0	0	0	260
32	P	Walnut St and 18th Bike Lane - Dean Nicholson to Alder St		0	0	0	0	150	0	0	150
33	P	Water St. Overlay - University Way to Helena		0	0	0	0	1,550	0	0	1,550
34	P	University Way Sidewalks - Brick Rd. to Vista Rd.		0	0	0	0	2,040	0	0	2,040
35	P	Industrial Way Improvements - LID		0	0	0	0	1,260	0	0	1,260
36	P	Canyon Rd and Umplatum Rd Intersection Enhancements and Widening		0	0	0	0	0	3,390	0	3,390
37	P	3rd Ave. Pavestone Sidewalks and Historic Lighting - Water St. to Depot		0	0	0	0	0	810	0	810
38	P	Capitol Ave. Improvements - Willow St. to Oak St.		0	0	0	0	0	1,525	0	1,525
39	P	Airport Rd Sidewalk Improvements - Dean Nicholson to N. City Limits		0	0	0	0	0	1,170	0	1,170
40	P	City to Canyon Trail - Umplatum Rd to Tjosses Rd		0	0	0	0	0	3,600	0	3,600
41	P	3rd Ave and Ruby St Intersection Enhancements		0	0	0	0	0	0	890	890
42	P	14th Ave and Wildcat Way Bike Lane - B St to University Way		0	0	0	0	0	0	103	103
43	P	Mountain View Overlay - Canyon to Willow		0	0	0	0	0	0	1,500	1,500
44	P	Helena Ave Extension - PTC Trail to Dry Cr Rd		0	0	0	0	0	0	4,100	4,100
45	P	Cora Street Ex - PTC Trail to Bender Rd (portion in KC jurisdiction)		0	0	0	0	0	0	7,200	7,200
46	P	Chestnut St and Walnut St Bike and Ped Improvements									263
47	P	8th Ave LID (University Way to Maple St)									1,061
48	P	Trail Connection - 5th Ave to University Way (near CWJ)									250
49	P	5th and Ruby Intersection Enhancements and Widening									741
50	P	Helena Ave and Walnut St Intersection Enhancements and Widening									740
51	P	Circle the City Trail - Enterprise Way to Faust Rd									4,200
52	P	Helena Ave and Water St Intersection Enhancements and Widening									936
53	P	Manitoba Ave and Ruby St Intersection Enhancements and Realignment									1,332
54	P	University Way and Alder St Intersection Enhancements and Widening									1,558
55	P	University Way and Main St Intersection Enhancements and Widening									3,338
56	P	Water St and Bender Rd Intersection Enhancements									966
57	P	Airport Rd and Bender Rd Intersection Enhancements									1,008
58	P	Capitol Ave and Chestnut St Intersection Enhancements									672
59	P	Sanders Rd and Alder St Intersection Enhancements									665
60	P	Capitol Ave and Willow St Intersection Enhancements									524
61	P	Anderson Rd and Umplatum Rd Intersection Enhancements									1,252
62	P	15th Ave and Cora St Intersection Enhancements									432
63	P	18th Ave and Alder St Intersection Enhancements									720
64	P	Planning Rd Sidewalks - Radio Rd to 14th Ave									1,101
		TOTAL EXPENDITURE		5,609	6,336	11,985	13,721	5,155	10,755	19,383	21,759
		ARTERIAL STREET FUND BEGINNING BALANCE (01/01/2022)		1,329	714	698	510	585	592	317	
		EST. GAS TAX REVENUE & SCHEDULED SALES TAX TRANSFER		120	120	120	120	120	120	120	
		ARTERIAL STREET FUND ENDING BALANCE		714	698	510	585	592	317	319	

*Current year projects shown for accounting purposes.

**TIP plans calls for road widening/impr. projects to be funded from Sales Tax Reserve, to replace the Federal STP funding which is now shown for potential asphalt overlay funding.

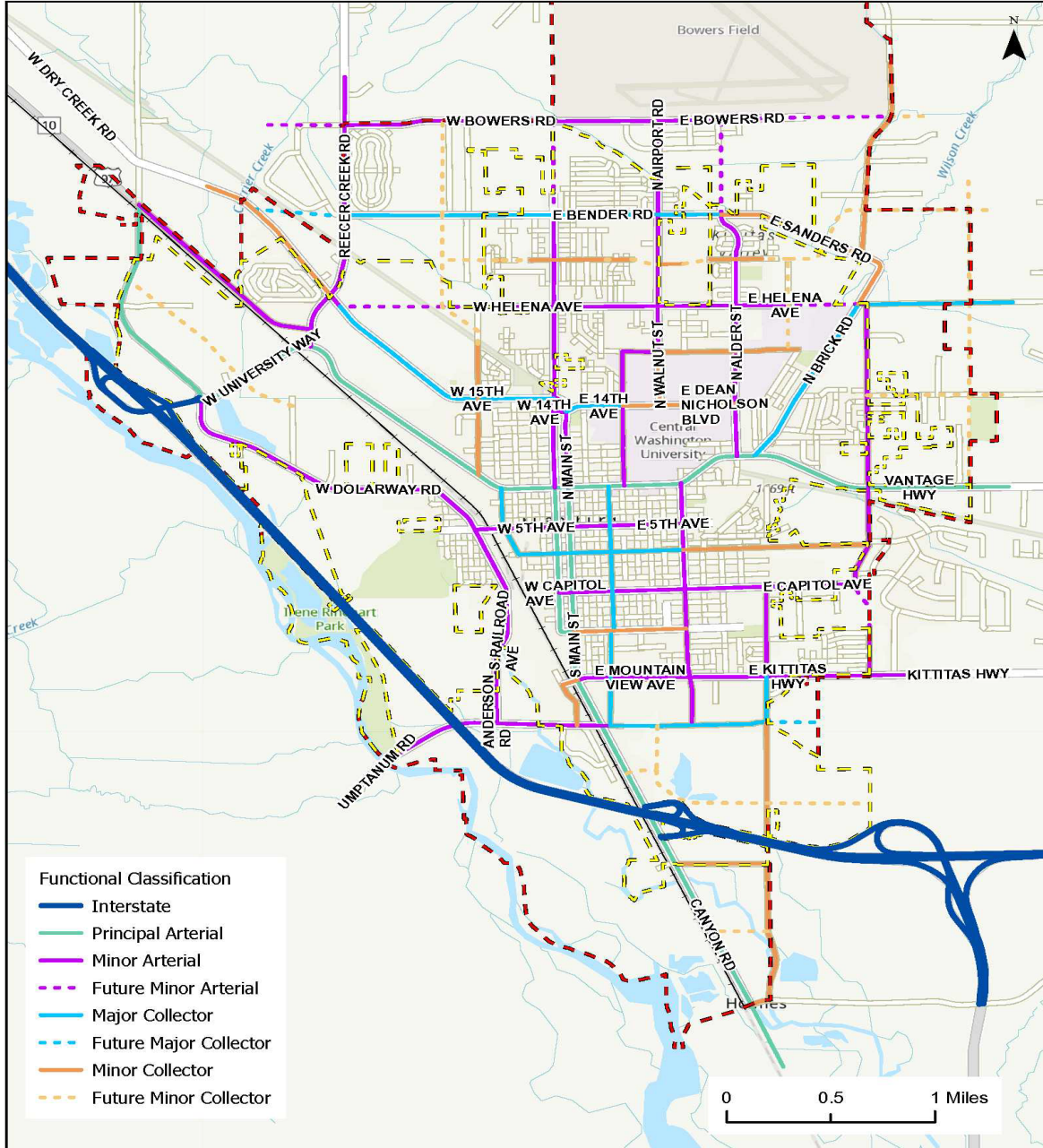
(Average annual need to overlay the arterial street system on a 15 year cycle is in excess of \$1,079,000 per year.)

Exhibit B : City of Ellensburg Comprehensive Plan, 2023 Updates
Item 23-02

Table 7. Future Land Use- Zoning Conversion Table	
Future Land Use	Zoning Options
Residential Neighborhood	Residential Suburban (R-S)
	Residential Low (R-L)
	Residential Medium (R-M)
	Residential High (R-H)
	Residential Office (R-O)
	Commercial Neighborhood (C-N)
Blended Residential Neighborhood	Residential Low (R-L)
	Residential Medium (R-M)
	Residential High (R-H)
	Commercial Neighborhood (C-N)
Urban Neighborhood	Residential High (R-H)
	Residential Office (R-O)
	Commercial Neighborhood (C-N)
Neighborhood Mixed Use	Residential Medium (R-M)
	Residential High (R-H)
	Residential Office (R-O)
	Commercial Neighborhood (C-N)
Community Mixed Use	Residential Medium (R-M)
	Residential High (R-H)
	Residential Office (R-O)
	Neighborhood Center (NCMU)
	Regional Center Mixed Use (RCMU)
	Commercial Highway (C-H)
Neighborhood Commercial	Commercial Neighborhood (C-N)
	Residential Office (R-O)
Mixed Business Park	Industrial Light (I-L)
	Commercial Highway (C-H)
	Regional Center Mixed Use (RCMU)
Urban Center	Central Commercial (C-C)
	Central Commercial II (C-CII)
General Commercial and Services	Commercial Highway (C-H)
Light Industrial	Industrial Light (I-L)
Heavy Industrial	Industrial Heavy (I-H)
Industrial Residential	Industrial Light (I-L)
Public Institutional	Public Reserve (P-R)
Open Space (Private)	Public Reserve (P-R)
Parks and Open Space (Public)	Public Reserve (P-R)

Item 23-03

Figure 13. Roadway Functional Classifications





ECONOMIC DEVELOPMENT

WHAT YOU WILL FIND IN THIS CHAPTER

- Information about the local economy, including statistics on population, employment, businesses, and employment sectors.
- Policies and programs that seek to help Ellensburg build a promising economic future.
- Policies that provide a framework for leveraging tourism and promoting Ellensburg as a destination.
- Policies that seek to maintain a qualified workforce and promote living wage jobs.

OVERVIEW

This chapter contains goals, policies, and programs to define Ellensburg's role in economic development, and to help the City build a healthy economy. While economic activity exists at all levels, both public and private, local government's role is to establish parameters for private markets, provide vital services, and ensure that development enhances the quality of life in Ellensburg.

A healthy economy adds to all aspects of the community, from job retention and creation to infrastructure to community services. A healthy local economy can strengthen the community's position as a unique and attractive place to work, live, play, and visit.

The goals, policies, and programs contained in this chapter aim to guide the City of Ellensburg in developing a supportive and equitable business environment for new and existing businesses with the intent of providing a range

of employment opportunities for all residents, and a strong tax base for the City.

BACKGROUND & CONTEXT

With a population of just under 20,000 as of 2019, Ellensburg is the center of commerce and government for Kittitas County. It offers services for local residents, and the financial, religious, and educational institutions that serve an area much larger than what is within city limits. Ellensburg is a central gathering place for the regional community, and hosts a diversity of activities, events, and services that serve more people than those within the city limits of Ellensburg. Ellensburg is known as the home of Central Washington University and the annual Ellensburg Fair and Rodeo that attracts national attention.

The quality of life in Ellensburg is characterized by our clean environment, vibrant downtown, and outstanding outdoor recreational activities, all of which are important factors in nurturing economic growth. Businesses provide property, sales, and lodging tax revenue that help support public infrastructure and maintain our quality of life. As local and national economies and lifestyles evolve, it will become more important for Ellensburg to maintain and enhance its livability through good urban design that reflects the values and choices of the community. The Ellensburg community is concerned with the availability of living wage jobs, and with the City's ability to continue providing services that help to foster business development and increase economic opportunities. Residents want employment, retail, and social opportunities that allow them the ability to live, work, and play in this community.

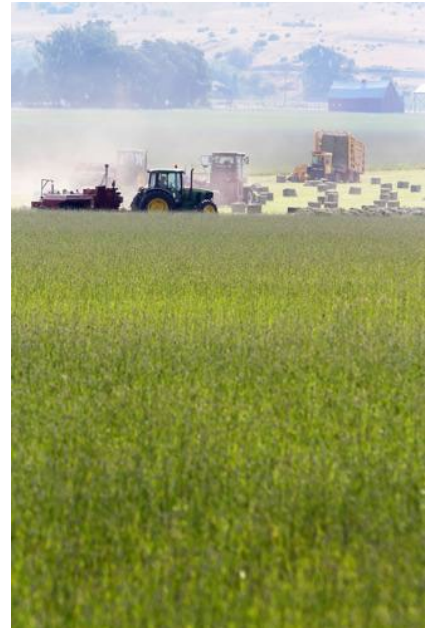
Ellensburg's economic base has been relatively narrow since its settlement in the late 1800s. While Ellensburg still enjoys a strong agricultural base, our community as a whole has become less dependent on natural and agricultural resources. Today Central Washington University, Kittitas Valley Healthcare, state and local government, and food and retail services are strong economic drivers in the community. Ellensburg has also experienced an increasing number of residents commuting to Yakima County and to the greater Puget Sound region for employment opportunities.



Today four of the top five employers are in the government and non-profit sectors: Central Washington University, 1,438; Kittitas Valley Healthcare, 600; Ellensburg School District, 380; Kittitas County, 363; Anderson Hay and Grain, 240; Elmview, 200. Tourism and retail industries are also key employers.

The growth in metropolitan areas near Ellensburg—King County in particular—is changing our community’s economic position. The US Census Bureau named Kittitas County the 10th fastest growing county by percentage in the United States in 2015 to 2016 with a 4.2 percent growth rate. Kittitas County was the only county in Washington on the list. The same report cited the City as the third-fastest growing micropolitan area in the country.

Transportation congestion and high home prices in urban areas are pushing people into rural Kittitas County for a more relaxed and affordable place to live. The lack of congestion makes commuting to work a reasonable alternative to living and working in urban areas. An increasing number of residents are commuting to Yakima County and, in particular, to the greater Puget Sound region for employment opportunities. According to the 2016 Kittitas County Population Projection Review and Analysis, in 2013 46 percent of working Kittitas County residents worked outside of Kittitas County, with 16 percent of those commuting to King County.



Equitable Economic Development

While the overall goal for economic development in Ellensburg is to promote the wellbeing, vitality, and quality of life for residents, not all residents have equal access to education, housing, job opportunities, and therefore, the same quality of life. As the community invests in the future, it is with the commitment to work together to provide tangible solutions to create an equitable economy. This work includes examining existing policies and procedures, outlining economic development goals with an equity lens, and inviting more diversity within leadership roles in the community.

Working with community partners, priorities would include educational opportunities, workforce development, business attraction, retention and expansion, and affordable housing.

Economic Sectors

The following is a brief synopsis of the economic drivers in the City of Ellensburg. More information on each of these drivers, as it pertains to land use, is provided in the Land Use Element.

The Impact of the Covid-19 Pandemic

Like many rural communities around the state, the long-term impact of the global pandemic Covid-19 is still being measured. Small businesses within Ellensburg faced many challenges and state, county, and local governments stepped in to help our community with additional resources to get through the unprecedented times. As we move into a post-pandemic economy, the direct impact on our community

is still unknown, however, we continue to be challenged by instability throughout the supply chain, the growing cost of goods, expanded need for community assistance and resources, and a growing need for affordable housing.

As a result of the acceptance of remote work opportunities, coupled with the rising cost of housing prices in neighboring counties, the demand for new homes in Ellensburg has increased, driving up the average home price. This has created a higher demand for affordable housing, as the median income has not kept pace with the rising housing market.

Ellensburg will continue to monitor the effects of the global pandemic and seek innovative measures to strengthen our region and create a stronger, more resilient economy for our community.



Commercial and Industrial

Ellensburg's early industrial development focused along the railroad tracks to the west of downtown. Over time, land use designations and zoning patterns have continued this pattern, with the bulk of Ellensburg's industrial land located along a narrow strip paralleling the Burlington Northern Santa Fe (BNSF) railroad tracks. Most of this land is in the 100-year floodplain. Commercial and

industrial development has expanded along Dolarway Road to connect to the area surrounding the west I-90 freeway interchange. Additionally, the northernmost portion of Ellensburg's UGA surrounding Bowers Field is designated for light industrial use to attract and accommodate business innovation and family-wage jobs, with more light industrial uses in a variety of existing zones, along with inventive ideas to mitigate industrial development in the floodplain areas.

A 2016 Downtown Market Study and Economic Development Plan indicates that local shoppers are traveling outside of Ellensburg to purchase daily goods and services. The nearest large commercial center is Yakima, 35 minutes to the south, which is a popular destination for various kinds of retail shopping.

Three key highways meet at Ellensburg. Interstate 90 is the state's primary east-west route; Interstate 82 carries traffic through south central Washington to population centers in Yakima and the Tri-Cities. State Route 97 moves traffic north to Wenatchee. These highway interchanges provide substantial opportunity for commercial development. The south interchange at Canyon Road is currently the more developed of the two existing interchange

areas, offering lodging, dining, and gasoline sales. The west (I-90/SR 97) interchange provides similar services, but not at the same intensity. Both interchange areas have been identified for regional retail commercial development, at a scale that serves the City of Ellensburg, as well as the surrounding region. As new development of big-box stores and shopping centers slow on a national level, however, a variety of commercial and public-service uses for these commercial and industrial sites are being explored, including distribution warehousing.



Downtown Commercial

The development of commercial areas outside the downtown core has distributed business activity beyond the traditional range of downtown. The community's passion for downtown Ellensburg is evident, however, in its commitment to preserving historic buildings while staying on the cutting edge of reuse and revitalization.

As a result, downtown Ellensburg has experienced a renaissance over the last decade with many buildings undergoing restoration; upper floors of long-shuttered historic buildings have opened, expanding residential, commercial, and civic space. A new boutique hotel, the redevelopment of a downtown city center park, and expansion of residential, artistic, and commercial offerings have added to the high quality of life for Ellensburg's City Center. As a Certified Main Street Community, the thriving downtown is on the National Register of Historic Places, name a Dozen Distinctive Destinations by the National Trust for Historic Preservation in 2007 and a Great American Main Street Award finalist by the National Main Street Center in 2018.



Healthcare

Kittitas Valley Healthcare operates KVH Hospital, an accredited Critical Access Hospital and the state of the art, Medical Arts Center along with multiple ~~seven~~ clinics that include primary care, internal medicine, occupational medicine, orthopedics, surgical, and women's health services. The Emergency Department at KVH Hospital is designated as a Level IV trauma

service by the State of Washington Department of Health and is staffed 24-hours-a-day by a team of emergency personnel.

KVH is the second largest employer in Ellensburg, with about 600 employees in Ellensburg. The hospital is working on a new campus master plan that will potentially expand the footprint of the campus. In anticipation of the projected growth in Ellensburg's 65 or older population, KVH is expected to remain a key part of Ellensburg's economic growth over the next 20 years.



Central Washington University

Central Washington University is an important and vital force in the community. CWU's campus occupies more than 380 acres and employs about 1,800 people. In the spring of 2017, the Ellensburg campus enrollment was approximately 9,600 students. The \$113 million annual payroll supports retail, housing, and entertainment businesses; CWU spends nearly \$15 million in the area with vendors for

everything from catering to furniture. Construction spending of nearly \$500 million since 2010 has supported employment throughout the region and built one of the most beautiful and modern campuses in the state.

The Central Washington University Strategic Plan calls for continued public service and community engagement, with emphasis on the level of collaboration between the University and local communities to contribute to the education, social, and economic progress of Washington communities. Under new leadership in 2021, Central Washington University is committed to working with the City of Ellensburg to expand community engagement, collaborative partnerships, and regional economic development.



Tourism

Tourism is one of the five top economic drivers for Ellensburg, with year-round events such as Dachshunds on Parade, Ellensburg Music Festival, Buskers in the Burg, Winter Hop Brewfest, and First Friday Art Walks providing entertainment for thousands of locals and visitors. Many of these events are held in the historic city center, with Central Washington University also offering a full calendar of music, conferences, and sports related activities. Outdoor recreation, event and

performance centers, conferences, and youth sports provide growth potential for the local

tourism industry. Ellensburg's creative industry, that includes tourism, is a \$29 million industry in 2018, has the potential to help drive Ellensburg's overall economic growth.

Lodging tax continues to grow steadily with 2018 recording \$530,000, 2019 recorded at \$578,000, while, 2020 experienced a drop due to the global pandemic. However, post Covid-19, we see a strong year-over-year rebound with 2022 recording revenues of \$675,000. These funds benefit the community in a number of ways through increased tourism, event and project grants, and capital improvements for civil facilities and parks.

Ellensburg is home of the Kittitas County Event Center which hosts the Kittitas County Fair and Ellensburg Rodeo. The Fair and Rodeo is held each Labor Day weekend and the rodeo is continuously ranked in the top 10 rodeos in the nation with over 25,000 visitors attending from outside the community.

The Event Center is located on 21 acres adjacent to the City's eastern-most residential areas. The Event Center hosts more than 1,500 events throughout the year for community organizations, trade shows, expositions, equestrian and livestock events, and other special events. The Center includes conference and event spaces, an indoor arena, stock pens, barns, RV hookups, and on-site parking.

With some structures built over 90 years ago, the Kittitas Valley Event Center is listed on both the Washington State and National Register of Historic Places, offering both cultural and economic opportunities for Ellensburg and the surrounding region.

Technology

While the technology sector is not yet a significant portion of Ellensburg's current economy, there is a drive to expand and develop this throughout the region utilizing multi-county partnerships that elevate and promote the Central Washington Region as a whole. The technology sector tends to offer well-paying jobs and is attracted to good schools, high quality of life, and recreational amenities. Ellensburg embodies these characteristics while offering the City of Ellensburg's growing telecommunications utility (see Capital Facilities and Utilities chapter) as well as the close proximity to Seattle, one of the top tech hubs in the nation. CWU has state-of-the-art computer science facilities along with technology programs in the Departments of Information Technology Administrative Management (ITAM), Computer Sciences, and Advance Industrial Sciences that support areas of future economic expansion.

Arts and Culture

The arts play an important role in the economy in Ellensburg; home to many artists, designers, creative entrepreneurs, and art nonprofits that may be classified under other categories of business activity. Nonprofit arts organizations serve as regular economic contributors to tourism and job base. For example, the Laughing Horse Arts Foundation is a fiscal sponsor for seven performing arts organizations such as Jazz in the Valley, and the Ellensburg Film Festival.

Central Washington University is home to the top academic music program on the West Coast. In addition to sponsoring remarkable student performances, the department brings in world-class musicians throughout the year. An expansive campus sculpture collection and degree programs in art and theatre add to the richness of the Ellensburg Arts Community.

The Creative Industry is a vital component of a healthy regional economy and the arts play an important role in the economic development of Ellensburg. The creative sector is a \$29 million economic driver that will increase tourism, bring new and innovative job creation, and expand opportunities throughout Ellensburg. Home to many artists, designers, creative entrepreneurs, artesian spirits, and artistic nonprofits, Ellensburg has become a Central hub with a thriving art and cultural community.

In 2016, the City Council designated 10 percent of construction sales tax revenue to community art, with an annual floor of \$25,000 and a ceiling of \$50,000. As stewards of these funds, the Ellensburg Arts Commission develops strategies, procedures, and goals that reflect the best usage to further the impact of the arts community. Events such as First Friday Art Walk, the Ellensburg Music Festival, Buskers in the Burg, The Bite of the Burg, and Moments to Remember generating income for artists and increase revenue for businesses annually.

In 2021 the Ellensburg Arts and Cultural Alliance was established, uniting artists, artistic nonprofits, foundations, economic development organizations, municipalities, Central Washington University, and community leaders with the purpose of positioning the arts to thrive in Ellensburg and drive economic growth for our community. With a robust strategic plan and strong community participation growth within the Creative Industry can bolster the overall economy of Ellensburg.

Opportunity Zones

Both industrial and downtown retail areas lie largely within “Opportunity Zones,” a community development program established by Congress in the Tax Cuts and Jobs Act of 2017. The zones are intended to encourage long-term investments in low-income urban and rural communities nationwide. The Opportunity Zones program provides a tax incentive for investors to re-invest their unrealized capital gains into Qualified Opportunity Funds (QOF) that are dedicated to investing into Opportunity Zones designated by each state.

Ellensburg’s two Opportunity Zones comprise more than 6,120 acres. Of that, 22 percent is designated for commercial or industrial use; 2,540 acres of vacant land are ready for development.

- Census tract 5303797-5600 includes portions of Central Washington University, the Historic District and Main Street to I-90. The tract includes the city’s warehouse district and is bisected by the BNSF railroad line. Sixty percent of the tract lies within the incorporated city, with the remaining 40 percent within the Urban Growth Area. The tract comprises over 2,000 acres with 44 percent designated as areas that are

development-ready with direct access to Interstate 90, rail, and city utilities. Zoning allows for a broad mix of developments: Residential Suburban, Central Commercial, Commercial Highway, Central Commercial II and Light Industrial.

- Census tract 5303797-5500 lies north and west of tract 5600. It runs in a southeast-northwest direction with I-90 as the southwestern border and the Iron Horse Trail acting as the northeastern border. Fifty percent of the tract lies within the incorporated city or Urban Growth Area, with the remaining sited on county land. Zoning allows for diverse applications: Light industrial, urban residential, general commercial, residential suburban, residential office, and commercial tourist.

Foreign Trade Zones

In 2010, the Port of Moses Lake established a 90-mile radius of a Foreign Trade Zone (FTZ) that included all of Kittitas County. A FTZ allows companies to store goods duty-free, delay tax and customs payments, and lower inventory costs. By establishing a FTZ, companies compete more efficiently and cost effectively in the marketplace. Merchandise may be moved into these zones for operations, including storage, exhibition, assembly, manufacturing, and processing. The standard customs entry procedures and payments of duties are not required on the foreign merchandise unless and until it enters the US Custom's territory, at which point the importer generally has the product. Domestic goods moved into the zone for export may be considered exported upon admission to the zone for the purposes of excise tax rebates and drawback. As part of the county-wide strategic plan, the City of Ellensburg, the Kittitas County Chamber of Commerce, and CenterFuse are developing tactics to encourage businesses to utilize this benefit.

Business Development

Working collaboratively, multiple organizations enhance the community's quality of life through business development.

The City of Ellensburg offers a unique and streamlined approach for businesses to start and grow. From business incentives to a comprehensive review of proposed projects in a Pre-Application Meeting that includes representatives and staff from all the required entities to begin a project. Because the City owns and operates electric, natural gas, water, wastewater, stormwater, and telecommunications utilities, project review is conducted by a single entity at one location which provides increased certainty for development in terms of process, timelines, and requirements for a successful projects. Additionally, the City of Ellensburg has invested in staffing and talent in key roles like Community Development and Economic Development to enhance the overall economic success of the City.

Many organizations throughout Ellensburg work to build the economy and enhance the community's quality of life. Three organizations in particular are directly involved in business development in Ellensburg.

CenterFuse is a Public Development Authority, authorized by RCW 35.21.730 and created by the City of Ellensburg in 1994. CenterFuse recruits, supports, and connects businesses with the resources they need to start, grow, and prosper.

The Kittitas County Chamber of Commerce partners with CenterFuse, the City of Ellensburg, and the County's Downtown Associations on business development, in addition to overseeing tourism, events, and services as the designated County Associated Development Organization (ADO).

The Ellensburg Downtown Association (EDA) is a Certified Main Street Organization through the Washington Main Street Program and the Department of Archeology and Historic Preservation and follows the designated Main Street Approach for downtown revitalization.

Household Income

In 2015, the median household income for households residing in the City of Ellensburg is \$28,341, however this data is skewed by part-time residence of the students, who compromise 50 percent of the population who may have little or no personal income. Among only family households, the median income in 2014 is \$60,650. Ellensburg's median family household income is about 85 percent of the median income of Washington State, and about 96 percent of the median income of Kittitas County.

Table 20 compares the demographics and family household income of Ellensburg with Kittitas County, and with Washington state.

Table 20. Demographics and Household Income

	Ellensburg	Kittitas County	Washington State
2016 population	19,310	43,710	7,183,700
2022	18,703	45,189	7,785,786
Median age	23.7	33.0	37.4
Labor force population (age 18-64), percent of total 2022	77% 65.6%	68% 62.4%	77% 63.7%
65 years and over, percent of total population 2022	9.2% 9.7%	14.1% 18.3%	13.6% 16.8%
Median household income	\$60,650	\$65,103	\$73,039
2022	\$47,407	\$64,134	\$82,400

Washington Office of Financial Management, United States Census, American Community Survey 5-Year Estimates, 2010-2014 and 2011-2015

The median age in Ellensburg and Kittitas County also are skewed by the large population of college students. During Spring of 2017, there were over 9,600 students attending university

on-campus in Ellensburg, or about half of the population of Ellensburg, and just a quarter of the population of Kittitas County. The university is projecting incoming on-campus freshman enrollment to grow by about 2% each year for the next 10 years.

Currently about 18% of Kittitas County's population is 65 years and over. Washington State Office of Financial Management demographers project that this population share will increase to about 20% by 2030, as today's baby boomers enter their 70s and 80s. As the center for medical and other services, Ellensburg could expect to see growth in residents 65 years and over, and an increase in demand for services and senior and/or assisted living facilities.

Employment

In Kittitas County employment grew at a rate of 2.5% between 2000 and 2008. The County suffered job losses during the recession beginning in 2009, and since then job growth has been stagnant or slow. In 2014, county employment finally surpassed the 2008 peak. During the entire period of 2000 – 2014, county employment grew at an average annual rate of 1.4%. The employment sectors with the highest growth between 2000 and 2014 were professional and business services, and the leisure and hospitality sectors (Table 21). The Washington State Employment Security Department has projected that these two sectors, and Education and Health Services, will experience the highest growth rates over the next several years. Many of Ellensburg's top employers are in these sectors.

Ellensburg's annual employment growth rate of 0.7 percent, between 2002 and 2013, was slower than the countywide employment growth. Between 2013 and 2014, there was an 8 percent decline in the total number of workers in Ellensburg.

Between 2002 and 2014 there has been a slow decline in the number of Ellensburg residents who work in Kittitas County, and a steady increase in the number of Ellensburg residents who work outside Kittitas County. In 2014, the counties where the greatest shares of Ellensburg residents worked were Kittitas (53 percent), King (14 percent), Yakima (9 percent).

Employment Post Covid-19

Overall, the employment market in Kittitas County is limited in diversification. Per the Employment Security Department, approximately 62.6 percent of all jobs in Kittitas County are from five specific industry sectors: local government, accommodation/food services, construction, retail trade, and state government. Of these five, local and state governments

TOP EMPLOYERS IN ELLENSBURG

- Central Washington University
- Kittitas Valley Healthcare
- Ellensburg School District
- Kittitas County
- Anderson Hay and Grain
- Elmview
- Fred Meyer
- City of Ellensburg
- Twin City Foods, Inc.
- Super 1 Foods

were the top two industries in terms of payroll. The construction industry is the largest private sector and has seen significant growth in a post-Covid 19 economy, however, trends indicate that the housing market was experiencing increase in demand prior to the pandemic. For example, county-wide in 2015 there were 295 housing permits compared to 545 permits in 2021. Ellensburg along with county-wide partners are working together to diversify the overall job market, recruiting new industries around key targeted sectors that will bring new training opportunities, family wage jobs, and strengthen our local economy.

While unemployment was unprecedented during the Covid-19 pandemic of 2020, Kittitas County has seen unemployment decrease year over year since. As of July 2023, per Washington State Employment Security Department, 22,786 of the available labor force in Kittitas County, 21,950 were employed, leaving 836 individuals unemployed.

Table 21. Kittitas County Employment and Growth Rates by Sector

Employment sector	09/2015 employment	Average annual growth rate		ESD projected annual growth rate	
		2000 - 2014	09/2014 - 09/2015	2013 - 2018	2018 - 2023
Goods producing	1,510	0.91%	0.00%	-	-
Trade, transportation, utilities	2,500	0.12%	5.00%	1.37%	0.95%
Information & financial activities	730	2.41%	5.80%	0.00%	0.43%
Professional & business services	680	2.73%	17.20%	1.39%	2.23%
Leisure and hospitality	3,210	2.52%	22.10%	2.07%	1.38%
Private education & health services	1,450	2.04%	3.60%	3.59%	1.89%
State & local government	6,340	1.61%	17.00%	1.29%	1.21%
Federal government	180	-1.78%	12.50%	-1.28%	0.00%

Employment Forecasts

The employment target is the amount of job growth the jurisdiction should plan to accommodate during the 2017-2037 planning period. Ellensburg's employment target for this period is 6,998 additional jobs.

The Kittitas County Conference of Governments countywide employment projection is a 2 percent average annual growth rate; with 80 percent of employment growth projected to occur in incorporated areas and their Urban Growth Areas, and 20 percent projected to occur in rural areas outside of urban growth areas. The allocation method is based on current shares of employment growth by sector based on each incorporated areas baseline (2013) share of total employment in that sector. See Table 22 below. For additional detail on employment forecasts please see the Community Profile and Land Use chapters.

Table 22. City of Ellensburg Employment Allocation

Jurisdiction	2015 Employment	20 year employment allocation	2037 Employment
Ellensburg	11,490	6,998	18,488
Total	19,362	11,155	30,517

Estimated employment in 2015 for Ellensburg and its urban growth area is approximately 11,490 jobs, which equates to about 1.4 jobs per household, and about 59 percent of jobs countywide. Between 2002 and 2013 Ellensburg experienced about 29 percent of the countywide employment growth

The 20-year employment allocation for the City of Ellensburg would result in a total of 18,488 jobs, and about 1.3 jobs per household. The employment allocation is based upon Ellensburg and each of the incorporated areas in Kittitas County maintaining their current share of employment. Population was allocated using a similar method, and therefore projects that jobs per household would also be maintained over the next 20 years.

Based on a countywide land capacity analysis the employment allocation is within what Ellensburg can accommodate, based on the current zoning and land use regulations. The Land Use chapter contains descriptions and locations of future land use designations that will accommodate employment in the form of mixed use areas, neighborhood commercial activities, regional commercial uses, and industrial areas.

GOALS, POLICIES, & PROGRAMS

These economic development goals, policies, and programs are designed to work with the other elements to help stimulate economic growth and focus on areas that take into account Ellensburg's unique characteristics and opportunities for growth.

Goal ED-1: Strengthen city partnerships throughout the county and expand resources to support economic opportunities that benefit all.

Policy A **Continue to implement and regularly update a strategic economic development plan with representatives from the following sectors: industrial, transportation, agriculture, tourism, healthcare, education technology, advance manufacturing, government, and public safety.**

- Program 1* Coordinate with regional economic development groups to create, promote, and recruit brand new businesses.
- Program 2* Strengthen collaboration among the business community, economic development stakeholders, Central Washington University, healthcare organizations, workforce agencies, local governments, tourism organizations, and other regional economic development organization partners and higher education institutions.
- Program 3* Partner with regional organizations to establish and extend training, funding, and business development opportunities for small businesses.
- Program 4* Develop, refine, and implement economic monitoring to help advance the City's economic development policies and programs with a focus on equitable business retention and growth.
- Program 5* Ensure strong partnerships with local school district to encourage enhanced K-12 educational opportunities and training.
- Program 6* Support programs that increase availability of affordable housing and public transportation.
- Program 7* Support efforts to continue the I-90 Snoqualmie Pass East project beyond Easton to Cle Elum, and ultimately to Ellensburg, to address safety, freight, and business mobility, and other issues related to chronic traffic congestion.
- Policy B** **Integrate economic strategies into community planning activities.**
- Program 1* When evaluating future locations for particular land use districts and zoning designations, consider local and regional market needs (i.e., trip counts, visibility, etc.) of the types of businesses likely to locate in those areas.
- Program 2* Direct capital improvements to key areas to create a sense of place for all and to expand and attract businesses and commerce.

Goal ED-2: Stimulate and diversify Ellensburg's economy.

- Policy A** **Encourage diversified growth that will provide and expand goods and services to the local and regional community.**
- Program 1* Market to a variety of business – both large and small – that provide goods and services to local and regional populations.
- Program 2* Promote economic activity that diversifies sources of revenue and expand the employment base.
- Policy B** **Promote the retention and expansion of existing businesses as well as the development of new businesses.**
- Program 1* Solicit comments and feedback from local businesses on things that the City could change to better support local businesses.
- Program 2* Establish incentives and development flexibility to retain existing businesses, attract new businesses, and encourage quality development.
- Program 3* Partner with economic development groups to inventory and share information regarding vacant building and lot space.
- Program 4* Promote development of vacant lots and infill development within Ellensburg's urban core.

- Program 5* Continue to provide high quality and cost-efficient city services and facilities and promote these as one of Ellensburg’s economic development assets.
- Program 6* Identify segments of existing businesses and develop strategies and programs to remove barriers for growth and expansion.
- Program 7* Expand City telecommunications utility infrastructure through residents and Central Washington University to open avenue for new business start-ups and foster their development.
- Program 8* Identify opportunities for innovation through residents and Central Washington University to open avenues for new business start-ups and foster their development.
- Program 9* Utilizing the community’s assets of location, workforce, and quality of life, develop and launch a pro-active, equitable business recruitment strategy that directly pitches the City as a place to do business to outside community prospects for relocation or expansion of additional locations.
- Program 10* Market the Opportunity Zones and work with the regional ports to identify existing businesses that could take advantage of Kittitas County’s Foreign Trade Zone status and development marketing strategies to promote and utilize status for new development.
- Policy C Develop and maintain an effective and predictable regulatory environment.**
- Program 1* Provide efficient, predictable, and customer-service oriented permitting processes.
- Program 2* Consider streamlining permitting by establishing a one-stop permit center for all permits.
- Program 3* Encourage the use of the pre-application process as a means of identifying potential obstacles to the development of a particular site.
- Program 4* Establish predictable processing times and consistent review processes, and post timelines on the City’s website.
- Policy 5* Work with regional economic development organizations to create “How to” guide for new businesses, investors, and developers to work with the city on new business creation, land development, and building redevelopment.
- Policy D Encourage development of light industrial uses within the City of Ellensburg.**
- Program 1* Work collaboratively with education, workforce development, and business to identify and grow industry clusters aligned with regional values to create a resilient economy.
- Program 2* Continue to partner with Kittitas County on development of the Kittitas County Industrial Park at the airport.
- Program 3* Work with economic development organizations to identify strategic locations for light industrial land use and zoning changes to encourage innovation and job creation.
- Program 4* This was sold in 2021

Goal ED-3 Grow and sustain a qualified workforce.

Policy A **Coordinate with local high schools, higher education institutions, workforce development, vocational rehabilitation, and local businesses to train a diverse workforce that is prepared for emerging job markets.**

Program 1 Consider public/private sponsorship of entrepreneurial education.

Program 2 Encourage organizational partnerships that focus resources toward increasing the employability of all people.

Program 3 Work collaboratively with K-12, workforce development, technical skills training, and higher education institutions to create stackable educational pathways for a flexible future workforce.

Program 4 Diversify and expand the city's job base, with focus on attracting living-wage jobs, to allow people to work and live in the community.

Goal ED-5 Emphasize equity-focused economic development of downtown as an economic, tourist, retail, art, and event destination.

Policy A **Promote access from Interstate 90 and create a desire to stop within the central business area of Ellensburg.**

Program 1 Establish land uses that recognize Canyon Road, Main Street, University Way, Vantage Highway, and Dolarway as entrances to our city.

Program 2 Expand and enhance the wayfinding system to local businesses, city parking, tourist facilities and attractions, and pedestrian paths.

Program 3 Encourage and support diverse cultural activities and the arts and recognize their contributions to the local economy.

Program 4 Partner with the Kittitas County Chamber of Commerce and the Ellensburg Downtown Association to develop incubators and incentives for development in the downtown area.

Program 5 Work with all economic development organizations, including Central Washington University, to identify key buildings for development of technology and creative sector jobs.

Program 6 Collaborate with creative sector organizations to achieve Creative District designation and expand creative sector.

Program 7 *Be proactive as to re-evaluating policies and strategies for downtown parking as the downtown evolves, referencing the 2019 Nelson/Nygaard Parking Study.*

Policy B **Partner with regional EDOs and community organizations to implement the downtown economic development plan.**

Program 1 Encourage mixed uses in the downtown area to support increased commercial and tourist activity, walkability, and diverse housing options.

Program 2 Provide enhanced public gathering places downtown to encourage a sense of place and community.

Goal ED-5 Embrace tourism as an economic development tool.

Policy A **Market Ellensburg's tourism opportunities by developing a marketing strategy to address all tourism segments of the region.**

<i>Program 1</i>	Advertise to targeted interests at the regional, national, and international level.
<i>Program 2</i>	Keep detailed and updated content management platforms such as websites and mobile applications.
<i>Program 3</i>	Support visitor information centers and kiosks.
<i>Program 4</i>	Explore future development of visitor information services near freeway interchanges.
<i>Program 5</i>	Promote Ellensburg's role as a destination to regional recreation and cultural activities.
<i>Program 6</i>	Create community gateway sign to attract visitors into business core.
<i>Program 7</i>	Support destination marketing organizations through lodging tax funds.
Policy B	Market Ellensburg's central location for conventions, business meetings, sports tournaments, cultural events, and other activities.
<i>Program 1</i>	Inventory and manage data about where regional tourism-based enterprises can meet and use community spaces and resources.
<i>Program 2</i>	Coordinate and promote a central booking location for public/private regional facilities.
<i>Program 3</i>	Provide a consistent level of reliable public transportation between public and private local facilities and accommodations.
<i>Program 4</i>	Leverage lodging tax funding to support events and promotions and development of government-owned facilities and parks for tourism related markets.
Policy C	Support and expand opportunities for tourism-based investments.
<i>Program 1</i>	Identify appropriate zoning districts to allow for short-term rental property.
<i>Program 2</i>	Identify appropriate zoning districts to allow for ancillary tourism activities.

Goal ED-6 Foster economic development through promoting energy efficiencies and use of renewable energy.

*Policies and programs on renewable energy and promotion of energy efficiencies are addressed in the Capital Facilities and Utilities Chapter.

ACTION ITEMS

Airport master plan implementation

Collaborate with Kittitas County to ensure the implementation of the airport's master plan contributes to the overall economic growth in the region, and that Ellensburg's land use plans are compatible with continuing airport and airport-related uses.

Economic development vision and strategic plan

Collaborate with local economic development organizations to prepare an economic development vision and strategy for Ellensburg, which identifies the types of land use designations and the relative priorities of capital investment necessary to foster economic development and promote living wage jobs in Ellensburg.

An updated Kittitas County Economic Development Strategic Plan was created in partnership with a county-wide coalition of jurisdictions and economic development organizations. The plan consists of a five-point strategy focused on:

1. Collaboration: Unite upper and lower County government and organizations in shared goals and action that benefit the County as a whole.
2. Economic Resilience: Provide residents with tools and resources to access jobs and opportunities in the area, including entrepreneurship.
3. Balanced Growth: Direct and manage the growth of the County to build a dynamic community that remains an attractive and affordable place to live.
4. Community Investment: Develop the County's infrastructure to meet its current and future needs and position it to amplify the advantage of its central location.
5. Preservation: Preserve the legacy of the County, valuing its assets and resources to turn them into opportunities for future generations.

The county-wide coalition begins full implementation of the strategic plan in September 2023.

Increase usable industrially-zoned property

Review the industrial land inventory and identify and implement steps within the City's control to make more light industrial land available in less constrained areas.

Kittitas Valley Event Center Master Plan

Encourage an updated long-term plan for the Kittitas County Event Center in order to facilitate long-term growth and best land use. Collaborate with the Kittitas County Event Center as a major cultural site and economic generator in Ellensburg.

Streamline/automate permitting process

Review land use permitting processes and make adjustments as necessary to streamline approval processes while still ensuring projects enhance Ellensburg's economic vitality and community character.

POLICY CONNECTIONS

Policies and programs that address energy efficiencies and renewable energy are addressed in the **Capital Facilities and Utilities** and **Environmental** chapter.

The **Transportation** and **Capital Facilities and Utilities** chapters address policies and programs regarding the development of infrastructure for economic development including roadways, transit facilities, and telecommunications.

Goals, policies, and programs that address commercial and industrial land use designations are addressed in the **Land Use** chapter.

Policies and programs that address affordable and diverse housing options are in the **Housing** Chapter.



Meeting Date: October 2, 2023
City of Ellensburg
City Council Agenda Report

Agenda Subject: Second Reading of Ordinance 4925- Dissolution of the Senior Citizen Advisory Commission (Public Comment Opportunity)
Submitted by: Brad Case, Parks & Recreation Director
Department: Parks & Recreation

Suggested Motion/Action:

Motion to conduct second reading and adoption of Ordinance 4925, dissolving the Senior Citizen Advisory Commission.

Background/Summary:

For the past year, Adult Activity Center staff have been reviewing and evaluating the effectiveness of the Senior Citizen Advisory Commission. Since 2020, staff and the Commission have encountered challenges with the requirement to host hybrid meetings, which has resulted in moving their monthly meetings from the Adult Activity Center to the City Hall conference room, effectively eliminating any opportunity for seniors to attend the meetings. The Commission has had two vacancies that haven't been filled in three years. And lastly, the matters being discussed with the Commission are more informational in nature; there are rarely action items that come before the Commission. Due to all of these factors, staff has looked at alternative ways to gather input from the seniors but in a way less structured than the current commission.

Previous Council Action:

The Council held first reading of Ordinance 4925 at its September 18, 2023 meeting.

Analysis:

For the last two months, staff has been hosting 'Coffee with the Coordinator', which is an informal format--more participatory in nature--that meets once a month and is open to anyone from the Adult Activity Center. These opportunities have had better attendance than the Commission meetings, have generated meaningful dialogue between staff and seniors, and have been generally regarded as more positive outcomes than the traditional commission meeting format.

Based on this feedback, staff is recommending that the Senior Advisory Commission be dissolved and that the Parks & Recreation Commission add a formal liaison to the Commission who will represent the senior population, similar to the liaison position that is a part of the Diversity, Equity and Inclusion Commission. This representative would be voted on by the users of the Adult Activity Center and they would serve a one-year term in the liaison position. Staff will continue to host a monthly planning meeting where all members are welcome. Users will provide activities and ideas for the Adult Activity Center, the same as they do now. Discussion at meetings will continue to include topics such as activities and

trips, volunteer opportunities, Adult Activity Center budget, and monthly attendance numbers.

The current members of the Senior Citizen Advisory Commission are in support of adopting this new model and feel like it would have more benefit for the users of the Adult Activity Center.

Financial Impact:

There is no financial impact related to this action.

Budget Adjustment: No

Attachments:

1. Ordinance 4925- Senior Citizen Advisory Commission
2. Adult Activity Center Senior Liaison to Parks and Recreation Commission

ORDINANCE NO. 4925

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, RELATING TO THE DISSOLUTION OF THE SENIOR CITIZEN ADVISORY COMMISSION AND REPEALING CHAPTER 1.48 ENTITLED “SENIOR CITIZEN ADVISORY COMMISSION” OF THE ELLENSBURG CITY CODE.

WHEREAS, the Senior Citizen Advisory Commission has had multiple vacancies for the last three years; and

WHEREAS, the Senior Citizen Advisory Commission typically has few discussion items on its agendas; and

WHEREAS, there have been no members of the public attending the meetings; and

WHEREAS, staff and commission members are requesting more flexibility regarding the time, date, and location of the meetings;

NOW, THEREFORE, the City Council of the City of Ellensburg, Washington do hereby ordain as follows:

Section 1. Chapter 1.48 of the Ellensburg City Code entitled “Senior Citizen Advisory Commission”, as last amended by Section 13 of Ordinance 4883, is hereby repealed in its entirety.

Section 2. Severability. If any portion of this ordinance is declared invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect the validity of the remaining portion(s) of this ordinance.

Section 3. Corrections. Upon the approval of the City Attorney, the City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener’s/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. Effective Date. This ordinance shall take effect and be in force five (5) days after its passage, approval and publication.

The foregoing ordinance was passed and adopted at a regular meeting of the City Council on the ____ day of October, 2023.

MAYOR

ATTEST:

CITY CLERK

Approved as to form:

CITY ATTORNEY

Publish:

I, Beth Leader, City Clerk of said City, do hereby certify that Ordinance No. 4925 is a true and correct copy of said Ordinance of like number as the same was passed by said Council, and that Ordinance No. 4925 was published as required by law.

BETH LEADER

Adult Activity Center Senior Liaison to the City of Ellensburg Parks & Recreation Commission

About Senior Liaison to the Parks & Recreation Commission

The goal of the Liaison position is to foster collaborative working relationships between the City of Ellensburg Parks & Recreation Commission and the Adult Activity Center for greater impact on matters related to seniors and senior recreational programming in our community.

Liaisons are member representatives, appointed by the Adult Activity Center participants to communicate, collaborate, and/or coordinate common or intersected actions with the Parks & Recreation Commission.

Liaison members have a reciprocal communication and collaboration role—to keep the Parks & Recreation Commission informed of Adult Activity Center activities, report Parks & Recreation Commission activities, and coordinate any shared projects, events, programs, communications, activities, and/or interests.

Liaisons members do not vote on Parks & Recreation Commission actions. Liaison members will be invited to provide updates during regular meetings, may offer public comment on actions, and may be recognized by the Chair during meetings.

Responsibilities

- Attend regularly scheduled Parks & Recreation Commission meetings the second Wednesday of the month at 5:30 p.m. in the Council Chambers, Council Conference Room or via Zoom.
- Liaison member will be invited to participate in Parks & Recreation Commission retreat(s).
- Facilitate communication between the Adult Activity Center and the Parks & Recreation Commission
 - Inform the Parks & Recreation Commission of the Adult Activity Center programs, activities, facility needs
 - Report back to the Adult Activity Center with up to date information about Parks & Recreation Commission activities and updates.
 - Liaison should provide a monthly update on matters related to the Adult Activity Center during the designated Liaison Report item on the Parks & Recreation Commission agenda.
 - Meeting notices will be sent to Liaison email on file with Parks & Recreation Commission staff. Liaison members will be provided with meeting materials.

Liaison members will abide by the City of Ellensburg Board and Commission Code of Conduct.

Selections of the Liaison

Members of the Adult Activity Center will select a participant in January of each calendar year to represent Seniors as the Liaison to the Parks & Recreation Commission for that calendar year.

AAC Staff will notify the Parks & Recreation Commission staff and chair of the designated Senior Liaison for that calendar year.



Meeting Date: October 2, 2023
City of Ellensburg
City Council Agenda Report

Agenda Subject: First Reading of Ordinance 4927 for creation of LEOFF 1 Disability Board (Public Comment Opportunity)
Submitted by: Beth Leader
Department: City Clerk

Suggested Motion/Action:
Move to conduct first reading of Ordinance 4927

Background/Summary:

Per RCW 41.26.110, cities with a population greater than 20,000 that have employed police and fire employees between 1970 and 1977, are required to establish a disability board to review medical claims. The City currently receives medical claims for Law Enforcement Officers and Fire Fighters (LEOFF) 1 retirees from Kittitas County, which are reviewed by their LEOFF 1 Disability Board. The three retired public service members on the County LEOFF 1 Disability Board are retired city employees and it's anticipated they would be willing to serve on the city board as well. The Mayor, who is also a representative on the County Board, has been keeping the members apprised of the City's situation and the City Clerk attended the September 27, 2023 County LEOFF 1 Disability Board meeting to discuss the status of the new City board and answer any questions.

The City Clerk also attended the secretary's forum at the Washington State LEOFF Education Association Conference held in Wenatchee in May of this year, and obtained valuable information from other jurisdictions as well as asked questions to clarify some items. Draft bylaws and policies for the board will be presented at the first board meeting for approval, as well as a reimbursement form, of which examples were obtained from other jurisdictions on the RFFW.org (Retired Fire Fighters of Washington) website.

Previous Council Action:
None

Analysis:

The proposed ordinance was developed by City staff after review of similar ordinances from the cities of Tumwater and Bainbridge Island. The ordinance presented has been formatted to be consistent with other city commissions and has been reviewed for conformance with City and State law by the City Attorney.

Financial Impact:

If adopted, the tasks anticipated by the ordinance will be addressed by existing personnel. No immediate fiscal impact is anticipated. Any future increases identified by the newly

formed commission will be considered during the Council's normal budget or supplemental budget process.

Budget Adjustment: No

Attachments:

1. Ordinance 4927 - Creation of LEOFF 1 Disability Board

ORDINANCE NO. 4927

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, RELATING TO CREATION OF A CITY DISABILITY BOARD FOR LEOFF PLAN 1 RETIREMENT SYSTEM MEMBERS WITH JURISDICTION OVER POLICE OFFICERS AND FIREFIGHTERS OF THE CITY OF ELLENSBURG PURSUANT TO RCW 41.26.110 AND ADDING A NEW CHAPTER “1.90 LEOFF 1 DISABILITY BOARD” TO THE ELLENSBURG CITY CODE.

WHEREAS, Washington law requires cities with a population of twenty thousand or more which have employed uniformed police and/or fire employees between 1970 and October 1, 1977 (referred to as LEOFF 1 members) to establish a disability board to consider disability retirement and medical claims; and

WHEREAS, pursuant to RCW 43.62.030 , the State Office of Financial Management (OFM) in June 2022 determined the City's population is greater than twenty thousand thereby requiring the City to establish a LEOFF 1 Disability Board.

NOW, THEREFORE, the City Council of the City of Ellensburg, State of Washington, does ordain as follows:

Section 1. A new chapter entitled “1.90 LEOFF 1 Disability Board” is hereby added to the Ellensburg Municipal Code to read as follows:

**Chapter 1.90
LEOFF 1 DISABILITY BOARD**

Sections

1.90.010	Establishment – membership
1.90.020	Terms – vacancies
1.90.030	Duties and powers
1.90.040	Officers, quorum and meetings
1.90.050	Compensation – expenses

1.90.010 Establishment—membership.

A. Pursuant to RCW 41.26.110, the Ellensburg LEOFF 1 Disability Board (the “Disability Board”) is established.

B. The Disability Board shall be composed of the following five members:

1. Two members of the City Council who shall be appointed by the mayor,
2. One firefighter and one law enforcement officer. The firefighter and law enforcement officer are to be elected to their positions. The electors of such members shall be limited to commissioned law enforcement officers who are employed by or retired from the City

and who are themselves subject to the jurisdiction of the Disability Board. The pool of electable candidates for membership on the Disability Board shall consist of all commissioned officers currently employed by or retired from the City.

3. One at-large member, who shall be a city resident and is appointed by a majority vote of the other members.

1.90.020 Terms —vacancies.

All members appointed or elected pursuant to this section shall serve a two-year term, with the exception of the law enforcement member and one City Councilmember who, on the first term, shall only serve a one-year term. All terms shall expire on the 31st day of December of the last year for which the term is made, provided each member shall hold office until a successor is appointed or elected. Any member who ceases to have the qualifications provided in this section shall be deemed to have forfeited his or her office. The city manager or designee is delegated the authority to require elections pursuant to this section be held in a timely manner and in accordance with state law.

1.90.030 Duties and powers.

The Disability Board shall perform all functions, exercise all powers and make such determinations as specified in Chapter 41.26 RCW, and Chapters 415-104 and 415-105 of the Washington Administrative Code, as currently enacted or hereafter amended. The Disability Board may adopt reasonable rules and regulations consistent with state law to carry out its authority and to govern the manner and form of filing, presentations, and hearings before the Disability Board.

1.90.040 Officers, quorum and meetings.

A. The members of the Disability Board shall at the first meeting of the year, or the first meeting after appointments have occurred if the Disability Board desires, select from among their members a Chairperson and Chairperson Pro Tem, and such other officers as may be necessary, who shall serve in that capacity for a one-year term. The presence of three members of the Disability Board shall be required to constitute a quorum for the transaction of business. The Disability Board shall meet regularly at a scheduled time and place established by the Disability Board. Regular meetings may be canceled if there is no business pending before the Disability Board.

B. The city manager, at his/her discretion, shall designate a city employee to provide administrative support to the Disability Board.

1.90.050 Compensation — expenses.

Members of the Disability Board shall serve without compensation for their service, but members shall be reimbursed for all expenses incidental to such service in the manner and amount as authorized by law.

Section 2. Corrections. The City Clerk and codifiers of this ordinance are authorized to make necessary corrections to this ordinance including but not limited to the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 3. Ratification. Any act consistent with the authority and prior to the effective date of this ordinance is hereby ratified and affirmed.

Section 4. Severability. The provisions of this ordinance are declared separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this ordinance or the invalidity of the application thereof to any person or circumstance, shall not affect the validity of the remainder of the ordinance, or the validity of its application to other persons or circumstances.

Section 5. Effective Date. This ordinance shall become effective thirty (30) days after passage, approval and publication as provided by law.

The foregoing ordinance was passed and adopted at a regular meeting of the City Council on the ____ day of October, 2023.

MAYOR

ATTEST:

CITY CLERK

Approved as to form:

CITY ATTORNEY

Publish:

I, Beth Leader, City Clerk of said City, do hereby certify that Ordinance No. 4927 is a true and correct copy of said Ordinance of like number as the same was passed by said Council, and that Ordinance No. 4927 was published as required by law.

BETH LEADER



Meeting Date: October 2, 2023
City of Ellensburg
City Council Agenda Report

Agenda Subject: Request to update Council Rules and Procedures to remove requirement to provide an address for public comment

Submitted by: Nicole Klauss

Department: City Manager

Suggested Motion/Action:

Direct staff to prepare a resolution to update Section 7 of 2022-45 Council Rules and Procedures - removing the requirement to provide an address during public comment except for where legally required, such as during public hearings.

Background/Summary:

At the September 12, 2023 Diversity, Equity & Inclusion Commission meeting, the Commission approved forwarding a memo to the City Council requesting the removal of the requirement to provide an address during public comment at meetings. The DEI Commission reviewed the issue from a safety and inclusion lens, and determined that some members of the public may not feel safe in providing their address during public comment and requiring an address could be a barrier to participation. The memo is attached for consideration.

Previous Council Action:

The current version of the Council Rules and Procedures was adopted by Resolution No. 2022-45 on December 19, 2022.

Analysis:

Council Rules and Procedures are adopted by resolution. A change to the Council Rules and Procedures would also require a resolution. The Commission did not consider cases such as public hearings where addresses may legally be required. If directed to move forward, commission staff would work with the City attorney to address this in proposed resolution language.

Financial Impact:

N/A

Budget Adjustment: No

Attachments:

1. DEI Memo To Council Re Council Rules

MEMO

To: The Ellensburg City Council
From: The City of Ellensburg Diversity, Equity, and Inclusion Commission
Re: Request to update Council Rules and Procedures to remove requirement to provide an address for public comment
Date: 9/12/2023

In consideration of Section 7 of 2022-45 Council Rules and Procedures-Providing Name and Address at City Council (and related) Meetings.

Section 7, paragraph c. (Currently reads)

“Prior to speaking, members of the public shall first obtain recognition by the presiding officer by raising their hand for in person attendance and ‘virtual hand’ if remotely attending the meeting, and once recognized shall state their name and address, and whether they are speaking in an individual or representative capacity.”

Given there is currently no requirement for any individual participating in City of Ellensburg public meetings to be a resident of the city or county,

And the city does not deny any individual who is not a resident of the city or county the opportunity to speak at any City of Ellensburg public meetings,

Recognizing also that individuals who have interest in City of Ellensburg discussions and decisions, such as business franchise owners, property owners, rental property owners etc. and may live outside our city’s boundaries,

And in the safety of all community members, individually and collectively, as some may not feel comfortable sharing their address given they rent,

Or may feel unsafe for fear of being targeted for their stance on any particular topic, or content of their statements,

Or because of their race, ethnicity, gender identity, sexual orientation, religion, or any other identifier that places them in any current or historically marginalized community.

Therefore, we propose the following amendment to Section 7, Duties and Privileges of Citizens policy to read:

“Prior to speaking, members of the public shall first obtain recognition by the presiding officer by raising their hand for in person attendance and ‘virtual hand’ if remotely attending the meeting, and once recognized shall state their name and comment whether they are speaking as an individual or in a representative capacity.” (Removing the requirement or sense of obligation to also share their address)

Respectfully,

City of Ellensburg Diversity, Equity and Inclusion Commission
Nancy Goodloe, Chair
Tylen Carnell, Vice-chair
Kandee Cleary, Member
Mayra Colazo, Member
Teresa Divine, Member
Amber Hoefer, Member
Alex Mandujano, Member
Olene Togialua, Member



MANAGER'S REPORT

DATE: October 2, 2023

To: Ellensburg City Council

FROM: Heidi Behrends Cerniwey, City Manager

1. Cybersecurity Performance Audits

The Washington State Auditor's Office offers cybersecurity performance audits to local governments, free-of-charge, to help governments improve their cybersecurity posture to combat the increasingly challenging and hostile cyber-world in which we all operate. The audit compares policies and procedures against industry best practices and results in a report that includes a prioritized list of recommended security improvements. The City of Ellensburg has been selected to participate in this program. At the end of the project, scheduled for next year, the State Auditor's Office will present their report to the City Manager, Directors, and City Council representatives. Our staff look forward to working with the State Auditor's Office and the opportunity to improve our defenses.

2. Public Hearing for Surplus of City-Owned Property Moved to October 16, 2023

The City of Ellensburg has worked collaboratively with the United States Bureau of Reclamation for many years toward the completion of the Bureau's Schaake Habitat Project. The project is located on the left bank of the Yakima River adjacent to the City's Wastewater Treatment Facility. The final land exchange between the City and Bureau is now ready for final action. Staff previously set a Public Hearing for October 2, 2023, which needs to be rescheduled. Staff is now setting October 16, 2023, as date for Council to consider surplus of City-Owned property that will be exchanged for lands owned by the Bureau of Reclamation.

3. Appoint New Council Representative to KITTCOM Board

Councilmember Rich Elliott will need to step down as the City Council's representative to the KITTCOM Board due to upcoming shift in involvement in operations of the Interlocal Agency, potentially beginning in October 2023. Regular meetings are scheduled on the second Thursday of each month at 1:30 p.m.