

CITY COUNCIL AGENDA

January 2, 2024



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To attend the city council meeting virtually register here:

https://us02web.zoom.us/webinar/register/WN_xKLDUxxbTzm3P-b3bs-2hw

The 6 p.m. 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.

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COUNCIL MEETING

GUIDELINES FOR PUBLIC PARTICIPATION

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Only persons attending the City Council meeting in-person may provide public comment on Non-Agenda Issues (Item No. 7), which is limited to a combined total of thirty (30) minutes unless Council votes to extend the time. For all other Agenda items, City Council accepts testimony or comments in person or via remote testimony for most 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, virtually, on any listed agenda items except under Item 7 for Non-Agenda Issues (see below). **Public comment on Item 7 for Non-Agenda items will only be accepted from persons attending Council meetings in-person,** i.e., Zoom comments are not accepted for **Non-Agenda Issues.**
6. If you wish to speak on an agenda item, you must:
 - a) **Wait to be called upon by the Mayor** using your name, e-mail, or phone number used to log in to the teleconference.
 - b) **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.
7. **Please state your name, whether you live in the City of Ellensburg, Kittitas County or elsewhere, 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, whether you live in the City of Ellensburg, Kittitas County or elsewhere, 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).
4. Speakers providing comments on Item 7, Non-Agenda Issues, may only address the Council on matters which concern the City's business or over which the Council has control, and must announce the topic upon which they wish to speak before making their comments.

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
Tuesday, January 2, 2024
6:00 PM – Study Session
7:00 PM - Regular Meeting**

Study Session (No Public Comment)

A Sustainability & Energy Plan - Final Draft

6

Pledge of Allegiance

1. Call to Order and Roll Call

1.A Oath of Office for Councilmembers Beauchamp, Elliott, Miller, and Thompson

1.B Call to Order and Roll Call

1.C Elect New Mayor and Mayor Pro Tem

2. Proclamations (Public Comment Opportunity)

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 December 18, 2023 189

5.B Acknowledge Minutes of Boards & Commissions 194

5.C Kittitas County Noxious Weed Control Board Interlocal Agreement 206

5.D Bid Award – Bid Call 2023-16 University Way Overlay Cle Elum Street to BNSF Overpass 211

5.E 2024 First Choice Health Appendix D Fee Schedule/Performance Guarantees 213

5.F Approve Voucher Listing for January 2, 2024 218

6. Petitions, Protests, and Communications

7.	Citizen Comment on Non-agenda Issues	
8.	Business Requiring Public Hearings	
9.	Introduction and Adoption of Ordinances and Resolutions	
10.	Unfinished Business	
11.	New Business	
	11.A Review of Council Assignments (Public Comment Opportunity)	219
12.	Miscellaneous	
	12.A Manager's Report (No Public Comment)	222
	12.B Councilmembers' Reports (No Public Comment)	
13.	Executive Session	
	13.A Per RCW 42.30.110(1)(b), to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.	
14.	Adjournment	



Meeting Date: January 2, 2024
City of Ellensburg
City Council Agenda Report

Agenda Subject: Sustainability & Energy Plan - Final Draft
Submitted by: Buddy Stanavich , Energy Resources Manager
Department: Public Works & Utilities

Suggested Motion/Action:

Study Session on the Final Draft of the Sustainability and Energy Plan for information only, staff intends to incorporate any feedback and bring it back to the City Council for approval at the following City Council meeting.

Background/Summary:

The adopted City Council Strategic Vision 2023-2028 (Resolution 2022-17) is guided by five strategic pillars that include, among others, Energy & Resources Management and Sustainable Infrastructure. Additionally, Washington state has enacted several laws recently aimed at addressing the climate crisis by reducing carbon emissions by 95% by 2050. Washington State's Clean Energy Transformation Act (CETA) and, more recently, the Climate Commitment Act (CCA) create compliance milestones and reporting requirements for the City's natural gas and electric utilities. Both the City Council and the Utility Advisory Committee (UAC) have hosted several discussions on compliance options and the need for planning for future decarbonization.

The City Council's Strategic Vision along with the State's legislation impacts the city-owned electric and gas utilities, the municipality, and the community at large. Any actions taken by one group to advance the vision, or comply with the legislation, can have a significant impact on the other group, either positively or negatively, making it challenging to make investment and policy decisions. For example, increased electrification may also create supply constraints on the utility, which could cause rate increases or supply issues for vulnerable populations. For this reason, care was taken when developing the SEP to understand and consider the needs of the entire community and the impact actions may have on them. This included evaluating the proposed measures through the lens of diversity, equity, and inclusion. The purpose of this project was to develop a combined, cohesive plan detailing how the sustainability and energy portions of the strategic vision will be executed, while remaining in compliance with state energy legislation and considering the needs and impacts of the most vulnerable in the community.

The City desires a cohesive and comprehensive Sustainability and Energy Plan that will become the standard that guides the City when making future decisions to amend or adopt ordinances and policies. The City published a Request for Qualifications, reviewed submittals and interviewed four firms. McKinstry Essention, LLC (McKinstry) was selected as the most qualified firm. City staff began scope and contract negotiations with McKinstry for comprehensive Sustainability and Energy Planning. After signing an agreement, McKinstry

started working on the data collection, analysis, interviews, and development of the DRAFT Sustainability and Energy Plan (SEP).

Previous Council Action:

The City Council, in 2021, approved the City of Ellensburg's Clean Energy Transformation Act, Clean Energy Implementation Plan. Council approved funding in the amended 2021-2022 Biennial Budget to facilitate development of a plan to reduce the municipal and community carbon footprint and to outline actions/options to address compliance with federal and state clean energy and transportation regulations and authorized the scope and signing authority to contract with McKinstry for a comprehensive Sustainability and Energy Plan.

Analysis:

From the Sustainability and Energy Plan's Executive Summary:

To address the local impacts of climate change and to align with federal and state goals and regulations, the City of Ellensburg presents its first-ever Sustainability and Energy Plan (SEP). The plan is a strategic framework through which the City will continue its leadership in procuring clean, renewable-sourced electricity and taking further strides to decarbonize both municipal assets and operations as well as community-wide infrastructure and activities.

Ellensburg's SEP aligns the City's activities with goals and mandates set by state legislation. The SEP ensures that Ellensburg will comply with Washington State's 2019 Clean Energy Transformation Act (CETA) to achieve a zero-emission electricity supply. CETA requires all electric utilities to be greenhouse-gas-neutral by 2030 and 100% clean by 2045. This SEP also includes additional actions to reduce emissions commensurate with the lowering cap on emissions in Washington State's Climate Commitment Act (CCA), which is designed to achieve a 95% reduction in statewide greenhouse gas (GHG) emissions by 2050.

This SEP was developed through a six-phase process over the course of approximately one year:

- *Phase 1: Current State Assessment: Current state assessment of city-wide sustainability and climate action initiatives, including a thorough review of its existing plans and policies as well as several interviews with municipal departments and staff.*
- *Phase 2: GHG Emissions Inventory: Prepared a baseline GHG emissions inventory and data-driven forecast of both municipal and community-wide GHG emissions through 2050 to inform GHG reduction measures.*
- *Phase 3: Stakeholder Engagement: Interviews with internal and external stakeholders and a public survey to understand community-wide priorities with respect to sustainability and climate action.*
- *Phase 4: Goal-setting and Implementation Planning: Developed emissions reduction and regulatory compliance strategies and actions.*
- *Phase 5: SEP Development: Prepared a first draft of the SEP and completed an internal review process to collect internal and external feedback on the SEP and the measures therein.*
- *Phase 6: Finalize and Publicize SEP: Finalized and adopted its first-ever Sustainability and Energy Plan in late 2023.*

Stakeholder and Community Engagement

The City engaged both internal stakeholders and community members throughout the planning process. Engagement efforts included a series of interviews with key City staff and executives across all departments to identify successes and gaps with respect to sustainability and climate action, as well as to understand potential opportunities and challenges the City is likely to face when implementing the Plan. Staff was also engaged in the latter half of the planning process to provide feedback on emissions reduction and compliance measures.

The City also disseminated an online community-wide survey, collecting responses through July and August 2023 to questions on the top concerns of Ellensburg residents, approaches for the City to reduce community-wide GHG emissions and existing sustainable practices and behaviors. The results indicated community-wide support for the SEP, interest in renewable energy and concerns about increasing utility bill costs and regulations. Respondents expressed a desire for improvements to building energy efficiency, transit infrastructure and alternative transportation.

Sustainability and Energy Roadmap and Implementation Plan

To reduce GHG emissions and meet statewide energy goals, the City of Ellensburg has identified 13 overarching strategies supported by 69 specific actions across five sustainability categories: Energy, Green Buildings, Transportation, Water, and Land Use. As part of the planning process, Ellensburg conducted supporting analyses on energy demand, power supply, and regulatory compliance. The findings showed that removing natural gas consumption alone, while significant, would not be enough to meet the emissions reduction goals of the CCA. As such, several supplemental emissions reduction strategies are identified under the Energy category and across other categories to help ensure regulatory compliance and effective emissions reduction over time.

To execute the decarbonization and sustainability strategies in this roadmap, the City will leverage its internal staff and resources where possible to begin prioritizing which actions will be taken first, based on a broad set of criteria that will be further refined and applied after the SEP is adopted. As priority actions are identified, the City will take advantage of external funding from federal and state grants to cost-effectively implement the SEP.

Ellensburg intends to develop and deploy the infrastructure needed to monitor, evaluate, and report on its progress toward implementing this SEP. This includes deploying the City's Environmental Commission and/or other boards and commissions to advise on and oversee the prioritization of strategies, community engagement, monitoring, evaluation and reporting. Ellensburg will begin the implementation process with a strategy prioritization exercise that considers the following:

Cost-benefit impacts and funding availability

With appropriate oversight, Ellensburg will evaluate each action's implementation cost and benefits and prioritize those that come at the lowest cost to the City and Ellensburg residents. Actions that can be implemented using external funding sources will also be prioritized.

Funding and staff resources

The City will look to external stakeholders at the city, state and federal level to advance initiatives and take advantage of external funding to implement the SEP. Ellensburg will also consider each action in the context of staff or department(s) that will be tasked with implementing it and determine if execution is feasible. To implement the plan, Ellensburg will activate staffing, program development, grant procurement and policy support resources (as approved through the City's budget process).

Emissions impact, equity and co-benefits

Ellensburg will also evaluate actions for implementation with specific consideration for emissions reduction, community equity and potential co-benefits (e.g., improved air pollution, reduced resource use, climate resilience).

Drawing from these criteria, the City will develop and refine a prioritization matrix that will measure the costs and savings tied to each action against their anticipated impacts. Once the SEP is formally adopted, Ellensburg will designate an oversight group that will be responsible for overseeing implementation and providing timely and routine guidance on the prioritization, evaluation and execution of strategies and actions. Finally, the City will produce GHG emissions inventories on a biennial basis to track progress on its decarbonization efforts, and report on its progress through public, accessible reports.

Financial Impact:

Financial impacts will be evaluated based on each action's implementation cost and benefits and prioritization given to those that come at the lowest cost to the City and Ellensburg residents. Actions that can be implemented using external funding sources will also be prioritized, considering grant procurement and policy support resources (as approved through the City's budget process).

Budget Adjustment: No

Attachments:

1. SEP - Synopsis of Steering & Commission Meetings
2. DRAFT Ellensburg Sustainability and Energy Plan (Issued 11-22-2023)
3. City of Ellensburg Online Survey Summary Report 2023
4. FINAL City of Ellensburg Executive Interview Synopsis Report 2023
5. City of Ellensburg CETA Interviews for Community Organizations Findings 2023

Sustainability and Energy Plan

Steering Committee & Commission

Meetings

01/02/2024

Project: Sustainability and Energy Plan (SEP)

Project Manager: Buddy Stanavich, City of Ellensburg Energy Resources Manager

Overview: In preparation for developing the SEP, City staff worked with McKinstry Essention, LLC (Consultant) on data analysis for measuring baseline greenhouse gas emissions. Once that was completed, a Steering Committee was formed to advise on future planning activities. The group consists of 12 representatives from various organizations throughout the community, who all played a fundamental role in the progress of the SEP. Steering Committee concepts and SEP phases were shared with the Utility Advisory Committee, Diversity, Equity & Inclusion Commission, and Environmental Commission.

City advisory groups reviewed and offered feedback regarding the City's Sustainability and Energy Plan (SEP). Two draft versions were used over the course of November and December meetings, and the three groups were presented with the information. The SEP was presented as a plan motivated by City Council's Strategic Vision intended to achieve regulatory emission reduction goals, as well as additional actions for reductions. Below are the specifics from each meeting.

Steering Committee Members

Organization	Name
Brad & Burke Heating	Vince Curtis
Twin City Foods	Dale Goyer
SSF Engineers	Tyler Witthuhn
City of Ellensburg	Nancy Lillquist
City of Ellensburg	Chuck Doan
City of Ellensburg	Hunter Slyfield
Central Washington University	Jeff Bousson
Central Washington University	Delano Palmer
City of Ellensburg	Christina Wohlman
Our Environment	Fred Padjen
Central Washington Disability Resources	Mayra Colazo
Central Transit	Betsy Dunbar

Date: 4/27/23

Meeting: Steering Committee

Presented Information:

Kick-off meeting to introduce committee members, share the purpose of the project, the team's role in the SEP development and determine the meeting governance. The consultants presented the Sustainability and Energy Plan's vision and goals, the status of the project and estimated timeline. A brief introduction to greenhouse gases (GHG) was followed by Ellensburg's GHG inventory, baseline and forecast as well as an overview of CETA legislation requirements.

Date: 5/31/23**Meeting: Steering Committee****Presented Information:**

Initial draft of strategies and actions for each Category (Transportation, Green Buildings, Energy, Water and Land Use) were reviewed with city representatives during a series of workshops. These resulting draft strategies and actions were then distributed to the Steering Committee for review.

Committee Feedback:

Discussion Topic: What is the role of the Steering Committee.

Discussion Topic: Community survey distribution to non-tech customers via billing inserts and working with advocacy groups.

Discussion Topic: Demand response and demand voltage. New vs. existing construction. It was determined that the majority of DVR would be done at the feeder level.

Discussion Topic: Partnering on potential sites on or off campus for solar.

Discussion Topic: Gap or documented impact for each strategy. It was determined that input on prioritization before costs and carbon reduction details would be looked at first. It was reiterated that costs, impacts, facts, data, and the ability to meet, not necessarily exceed, compliance is important.

Discussion Topic: Costs, time, writing grants, design, and construction are things to take into consideration. A cost-benefit analysis was suggested.

Discussion Topic: Low hanging fruit projects completed first vs bigger impact projects.

Discussion Topic Benefits of exceeding compliance and early adopter benefits.

Discussion Topic: Manage peak demand with solar plus storage.

Discussion Topic: Asking the community whether to meet or exceed compliance and agrivoltaic farming.

Discussion Topic: Requiring new multi-family construction to install EV chargers.

Discussion Topic: City subsidizing low-income fuel switching.

Discussion Topic: The concern for electricity demand after decarbonization.

Discussion Topic: Roundtable questions for the community were gathered.

Discussion Topic: What incentives are working and will motivate citizens.

Discussion Topic: Weatherization and energy audits.

Date: 6/21/23

Meeting: Environmental Commission

Presented Information:

Completed Task: Initial draft of strategies and actions for each Category (Transportation, Green Buildings, Energy, Water and Land Use) were reviewed with city representatives during a series of workshops. These were then reviewed by the Steering Committee.

Completed Task: The community engagement plan had been determined. It will include an on-line chat survey. A link (and QR Code) on a flyer to be included in the monthly billing to all utility customers and posted across the City's various online platforms.

Plan Timeline: A new schedule is being developed.

Future Activity: Survey questions will be based on feedback from the Steering Committee, the team is writing draft survey questions to be sent back to the Steering Committee for comment via e-mail. Once approved by the committee, initiate the survey, and provide the link to the utility.

Future Activity: Schedule a third Steering Committee meeting to review survey results and draft plan.

Date: 10/24/23

Meeting: Steering Committee

Presented Information: SEP Draft

Committee Feedback:

Discussion Topic: Additional needs for electrical infrastructure to meet the goals of the plan.

Discussion Topic: City needs to take active role in conversation from gas.

Discussion Topic: Using green building standards, there is a cost.

Discussion Topic: State building code council, must also follow climate initiatives.

Discussion Topic: Next building code will be challenging to meet, especially for commercial projects, adding costs.

Discussion Topic: Current building assessment, for end of life, energy use, creating path for grants and how to apply it sensibly for municipal buildings.

Discussion Topic: CWU plans to work with the City if geothermal is successful for the university. Geothermal success will lead to reduction of gas but will not remove infrastructure so that gas can be a backup if needed in the future. CWU advises the City do the same, and not remove infrastructure.

Discussion Topic: CWU has decarbonization RFQ out; long-term deliverables will consider City impacts; 15-year plan is one of the first deliverables.

Discussion Topic: Anticipating growth in the frozen food market, Twin City Foods (TCF) is seeing increased market-share and an increased export business; customers are preferring more convenience of frozen foods. Restrictions, reductions, or significant cost increases for natural gas are concerning. Full electrification of the industrial process is not an option and/or too expensive and could make Ellensburg a bad place for TCF to do business and employ people.

Discussion Topic: Need to support legislative efforts to exempt agriculture from some initiatives.

Plan Feedback: Draft edits and revisions were noted.

Plan Feedback: Reducing parking requirements can lead to reduced clientele for businesses; consider adding more pathways, sidewalks, bike parking, etc.

Plan Feedback: Land use, reduce VMT, move to non-motorized. Add EV charging, seems to be in wrong spot.

Plan Feedback: No transit hub, so transit ambassadors may not be feasible within timeframe of the plan; requests to eliminate.

Plan Feedback: Pool structure language requested.

Plan Feedback: Committee ROI perspectives varied; committee requested ROI but has not received and finds it challenging to make recommendations without this information. ROI is not necessary at this point because of the variety of ways to implement strategies. Suggested some level of metrics, but also not ready to apply ROI. Understands limitations of ROI, but still feels need to prioritize an unmanageable range of actions. Appreciates how plan is somewhat vague; also feels that leveraging CWU geothermal experience and ROI utilizing state funding does not scale or apply to commercial business implementation or ROI of geothermal for them.

Plan Feedback: Add metrics to quantify strategies and measure how they are working towards goals. Add cost data.

Plan Feedback: Assign strategies to others so it is not all on staff.

Plan Feedback: Timelines; initial costs; ongoing O&M; funding sources.

Plan Feedback: Process for revisiting and updating the plan; annually? Challenges? Barriers?

Plan Feedback: Estimate impact of each strategy on emission reduction goals.

Plan Feedback: Prioritize strategies.

Plan Feedback: Business perspective: need additional and ongoing collaboration and best-practices between City and business community; utilize what CWU is doing and learning to collaborate.

Plan Feedback: Eliminate E1.3, due to high cost of carbon credits.

Plan Feedback: Cost to implement strategies is not a part of their scope, so recommends action items.

Plan Feedback: Suggested that the City sign up to ongoing public comment even after plan is adopted.

Plan Feedback: Stated that public input will be considered when each strategy is implemented.

Date: 11/16/23, 3:30 pm

Meeting: Utility Advisory Committee (UAC)

SEP Draft Presented: November 8, 2023

Committee Feedback:

Amendment Request: Strategy E-2, Action E-2.7, page 22, add language to include vulnerable businesses.

Amendment Request: Strategy E-3, Add Action E-9, page 23; Assess the impacts of increased electricity loads on electric transmission and distribution systems.

Amendment Request: Strategy E-3, Add Action E-10, page 23; Develop a strategy to ensure reliable supply for peak power demand.

Amendment Request: Strategy E-3, Add Action E-11, page 23; Explore innovation in energy efficiency measures and renewable resources with Central Washington University to benefit workforce and economy.

Amendment Request: Strategy G-2, Action G-2.1, page 25; remove Community-wide symbol from Target Area.

Amendment Request: Strategy G-3, Action G-3.1, page 26; include storage.

Amendment Request: Strategy G-3, Action G-3.4, page 26; revise to 'Explore and expand community renewable facilities.'

Amendment Request: Strategy T-3, Add Action T-3.9, page 29; Adopt a policy to prefer roundabouts where feasible at strategic intersections and begin a program to purchase adequate rights-of-way.

Amendment Request: Strategy W-1, Actions W-1.1 and 1.2, page 30; Move 'xeriscape' from W-1.1 to W-1.2.

Action: Approve draft to include the UAC amendments. Once amended, share with commissions for review and gather feedback in preparation for a City Council study session.

Status: SEP Draft November 22, 2023, completed to include UAC amendments.

Date: 12/12/23, 3:00 pm

Meeting: Diversity, Equity & Inclusion (DEI) Commission

SEP Draft Presented: November 22, 2023

Commission Feedback:

Q: In the community survey, who's voice was represented?

A: It was a broad-based community survey; personal information was not collected.

Information supplied in the packet: Respondents consisted of 96.2% individuals and 3.8% as businesses.

Q: In the community survey, how many were from the city?

A: The survey asked to specify city or county residency.

Information supplied in the packet: 62.2% city, 37.8% county.

Q: Are there milestones in the Plan? How will the City check in with the vulnerable populations?

A: Milestones have yet to be determined and will be based on the actions chosen. The Clean Energy Implementation Plan (CEIP) is a 4-year plan intended to report back to the Clean Energy Transformation Act (CETA) regarding how the electrification/decarbonization process is proceeding. CEIP measures the Plan's successes and ensures no harm.

Comment: Weatherization has been discussed as one option.

Reply: Weatherization, heating upgrades, and fuel switching are all potential actions. Funds have yet to be allocated to specific incentive programs.

Amendment Requests: None

Status: Feedback collected for City Council Study Session review.

Date: 12/20/23, 5:15 pm

Meeting: Environmental Commission

SEP Draft Presented: November 22, 2023

Commission Feedback:

Q: How will the mandates be reported and has that begun?

A: The 4yr CEIP is the reporting mechanism for CETA. The purchase of allowances to cover greenhouse gas emissions is required for the Climate Commitment Act (CCA). Both have already taken place.

Q: What type of feedback would the City like from the Environmental Commission?

A: Any priorities or additions. It will be a living document, so future feedback would be welcome.

Q: Would the Plan consider a pedestrian only zone for downtown?

A: One of the actions is to implement the City's Active Transportation Plan (Strategy T-3, Action T-3.1, page 28) to increase pedestrian friendly areas.

Q: Does Central Transit track ridership count for those who are using public transportation (buses)?

A: Yes, that is tracked.

Comment: Wildfire prevention, planting more trees, recycling water, adding more solar and wind should be priorities.

Amendment Request: Page 29, Heading for T-3 has a "(continued)" that is out of place. It's covering some of the other words.

Amendment Request: Page 29, Strategy T-3.5 'need' is a typo.

Amendment Request: Kittitas Community Connector is not included (Strategy T-2). Can an action be added to improve regional public transportation options?

Action: Recommended for Council approval.

Status: Feedback collected for City Council Study Session review and/or approval.

DRAFT MATERIAL

For internal distribution only.

Issued November 22, 2023.

SUSTAINABILITY AND ENERGY PLAN



2023

**Sustainability and Energy Plan
prepared by:**

McKinstry

Cumming Management Group

Lighthouse Energy Consulting

Critical Data Strategies, LLC

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EXECUTIVE SUMMARY



E.1 About this Sustainability and Energy Plan

To address the local impacts of climate change and to align with federal and state goals and regulations, the City of Ellensburg presents its first-ever **Sustainability and Energy Plan (SEP)**. The plan is a strategic framework through which the City will continue its leadership in procuring clean, renewable-sourced electricity and taking further strides to decarbonize both municipal assets and operations as well as community-wide infrastructure and activities.

Regulatory Drivers

Ellensburg's *SEP* aligns the City's activities with goals and mandates set by state legislation. The *SEP* ensures that Ellensburg will comply with Washington State's 2019 Clean Energy Transformation Act (CETA) to achieve a zero-emission electricity supply.¹ CETA requires all electric utilities to be greenhouse-gas-neutral by 2030 and 100% clean by 2045. This *SEP* also includes additional actions to reduce emissions commensurate with the lowering cap on emissions in Washington State's Climate Commitment Act (CCA), which is designed to achieve a 95% reduction in statewide greenhouse gas (GHG) emissions by 2050.²

Planning Process and Timeline

This *SEP* was developed through a six-phase process over the course of approximately one year:

Phase 1: Current State Assessment

Current state assessment of city-wide sustainability and climate action initiatives, including a thorough review of its existing plans and policies as well as several interviews with municipal departments and staff.

Phase 2: GHG Emissions Inventory

Prepared a baseline GHG emissions inventory and data-driven forecast of both municipal and community-wide GHG emissions through 2050 to inform GHG reduction measures.

Phase 3: Stakeholder Engagement

Interviews with internal and external stakeholders and a public survey to understand community-wide priorities with respect to sustainability and climate action.

Phase 4: Goal-setting and Implementation Planning

Developed emissions reduction and regulatory compliance strategies and actions.

¹ Washington State Department of Commerce. "Clean Energy Transformation Act." n.d. <<https://www.commerce.wa.gov/growing-the-economy/energy/ceta/>>

² Washington State Department of Ecology. "Climate Commitment Act." n.d. <<https://ecology.wa.gov/air-climate/climate-commitment-act>>.

Phase 5: SEP Development

Prepared a first draft of the *SEP* and completed an internal review process to collect internal and external feedback on the *SEP* and the measures therein.

Phase 6: Finalize and Publicize SEP

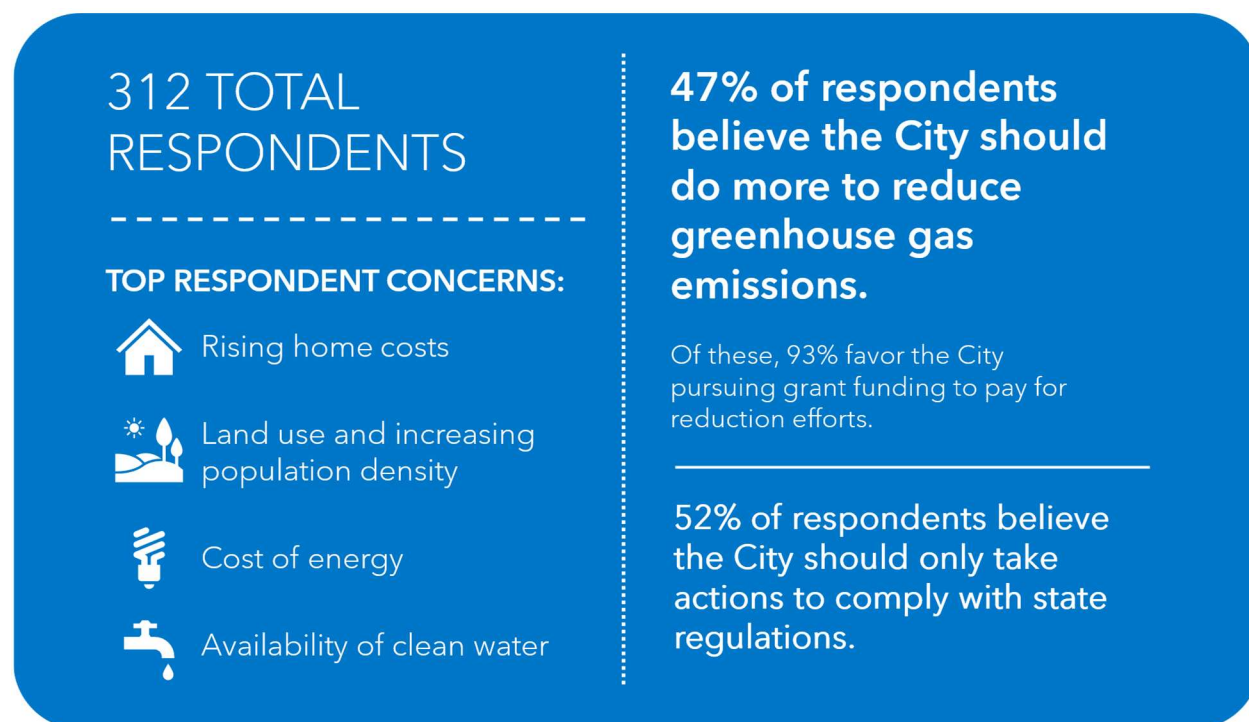
Finalized and adopted its first-ever *Sustainability and Energy Plan* in late 2023.

Stakeholder and Community Engagement

The City engaged both internal stakeholders and community members throughout the planning process. Engagement efforts included a series of interviews with key City staff and executives across all departments to identify successes and gaps with respect to sustainability and climate action, as well as to understand potential opportunities and challenges the City is likely to face when implementing the Plan. Staff was also engaged in the latter half of the planning process to provide feedback on emissions reduction and compliance measures.

The City also disseminated an online community-wide survey, collecting responses through July and August 2023 to questions on the top concerns of Ellensburg residents, approaches for the City to reduce community-wide GHG emissions and existing sustainable practices and behaviors. The results indicated community-wide support for the *SEP*, interest in renewable energy and concerns about increasing utility bill costs and regulations. Respondents expressed a desire for improvements to building energy efficiency, transit infrastructure and alternative transportation.

Figure E-1. Sustainability and Energy Plan Community Survey Highlights



E.2 Greenhouse Gas Emissions

The City of Ellensburg prepared baseline inventories of municipal greenhouse gas (GHG) emissions and community-wide GHG emissions. The municipal inventory comprises emissions generated from municipal assets, operations and activities, whereas community-wide inventory comprises emissions from residential, commercial and industrial buildings and activities. Ellensburg then produced emissions forecasts for both municipal and community-wide emissions through 2050. The inventories and accompanying forecasts were used to identify the strategies and actions in this *SEP*.

Baseline Emissions

Baseline municipal emissions totaled 2,181 metric tons of carbon dioxide equivalent (MTCO₂e), which are broken down by source in Figure E-2. Emissions from stationary combustion, mobile combustion, and wastewater treatment (or Scope 1 emissions) make up 93% of the City of Ellensburg's operational GHG emissions, whereas emissions from electricity use (or Scope 2 emissions) make up the remaining 7%.

Baseline community-wide emissions totaled 142,947 MTCO₂e. They are broken down by source in Figure E-3. Scope 1 emissions (stationary combustion and mobile combustion) make up 97% of community-wide emissions, mostly coming from private and commercial vehicles and natural gas use in residential, commercial and industrial buildings. Scope 2 emissions (electricity consumption) make up the remaining 3%. The residential sector is responsible for two-thirds of all community-wide emissions, whereas the remaining third is almost entirely made up of emissions from the commercial/institutional sector.

Figure E-2. Baseline Municipal GHG Emissions by Source

Baseline Municipal GHG Emissions (MTCO₂e)

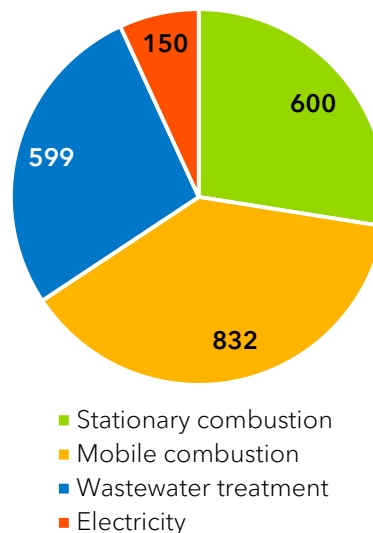
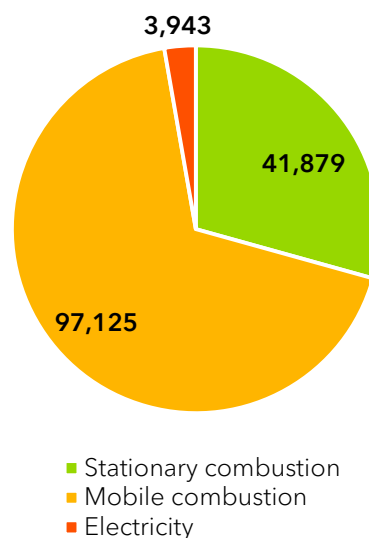


Figure E-3. Baseline Community-wide GHG Emissions by Source

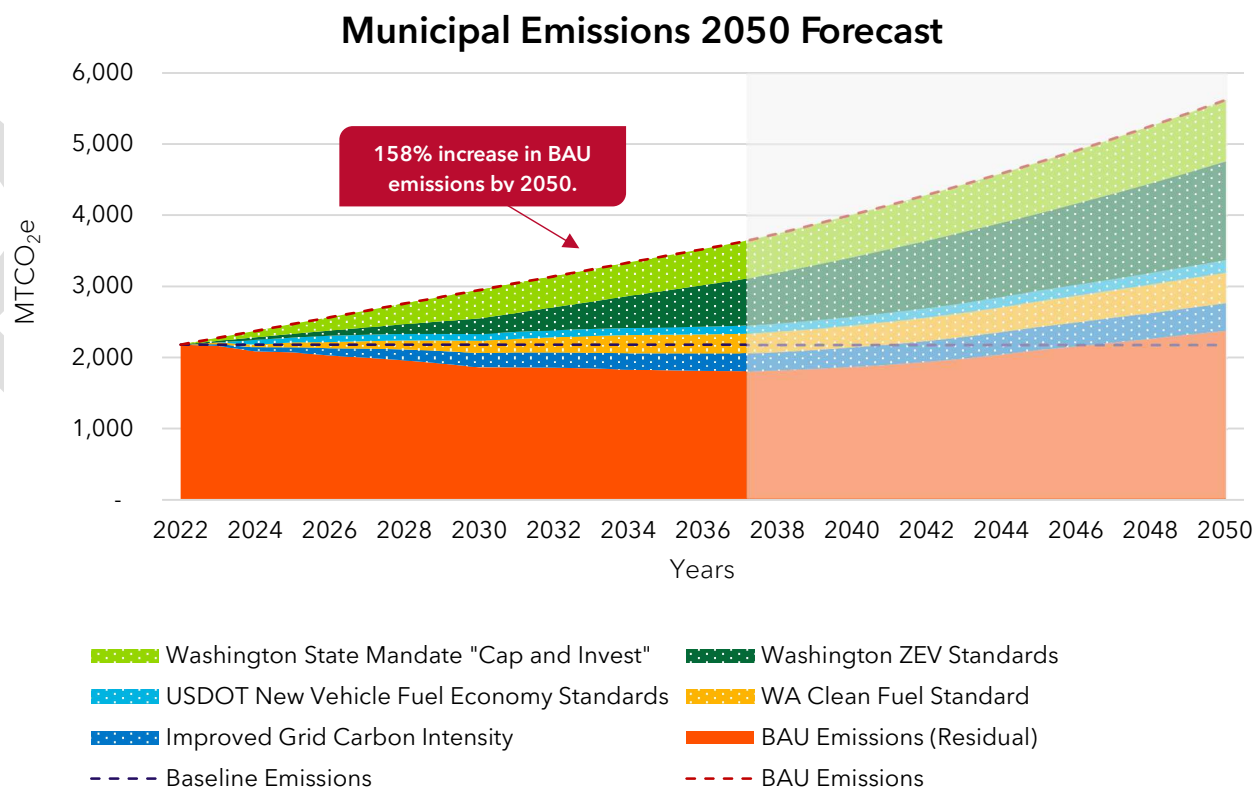
Baseline Community-wide GHG Emissions (MTCO₂e)



Projected Emissions

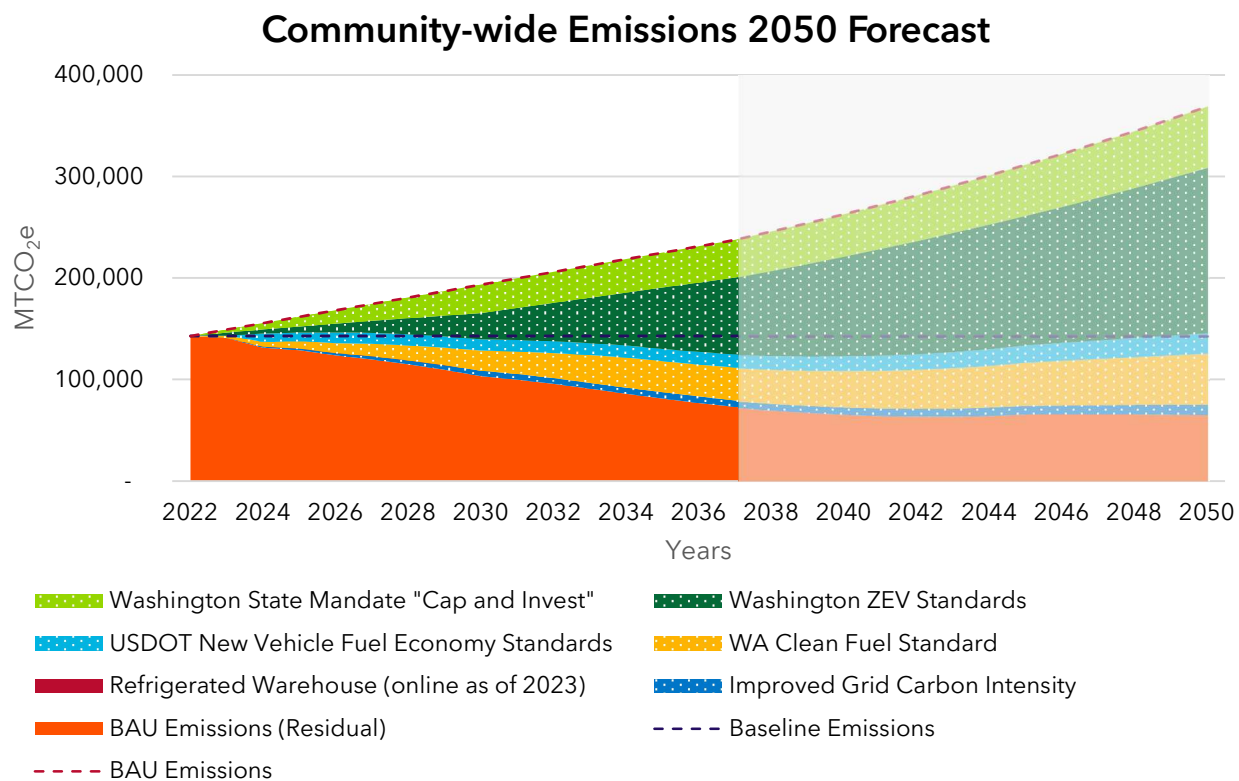
Figures E-4 and E-5 show the projected cumulative municipal and community-wide emissions (respectively) through 2050, under a business-as-usual (BAU) scenario. The primary driver of emissions under a BAU scenario is population growth. These forecasts use the City's 2037 population growth projections from the *Comprehensive Plan* and assume similar levels of annual growth from 2038-2050.

Figure E-4. Municipal Emissions 2050 Forecast



Without additional City action and excluding regulatory mandates, population growth is projected to increase municipal emissions by nearly 158% by 2050 from the baseline. However, compliance with regulatory mandates such as the Washington Cap and Invest program and new zero emission vehicle standards will significantly reduce municipal emissions compared to the BAU scenario and limit the increase in emissions to only ~9% from the baseline by 2050 (represented above as 'BAU Emissions (Residual)').

Similarly, community-wide emissions are also projected to increase by nearly 158% by 2050 from the baseline as a result of population growth. However, compliance with various regulatory mandates will significantly reduce community emissions compared to the BAU scenario and will cut emissions at 2050 by nearly ~54% from the baseline, in large part due to the significant reduction that will be felt in the transportation sector.

Figure E-5. Community-wide Emissions 2050 Forecast

E.3 Sustainability Roadmap and Implementation Plan

To reduce GHG emissions and meet statewide energy goals, the City of Ellensburg has identified 13 overarching **strategies** supported by 69 specific **actions** across five sustainability **categories**: Energy, Green Buildings, Transportation, Water, and Land Use.

As part of the planning process, Ellensburg conducted supporting analyses on energy demand, power supply, and regulatory compliance. The findings showed that removing natural gas consumption alone, while significant, would not be enough to meet the emissions reduction goals of the CCA. As such, several supplemental emissions reduction strategies are identified under the Energy category and across other categories to help ensure regulatory compliance and effective emissions reduction over time.

Table E-1. Sustainability and Energy Plan Strategies

Category	Strategy No.	Strategy
Energy	E-1	Decarbonize Ellensburg's electric power supply to comply with CETA targets
	E-2	Explore all possible energy transition pathways to mitigate emissions in compliance with the Climate Commitment Act
	E-3	Improve energy (grid) and climate resilience across Ellensburg
Green Buildings	G-1	Improve energy efficiency across all existing municipal and community-wide buildings
	G-2	Set energy efficiency and electrification standards or requirements for all new municipal and community-wide buildings
	G-3	Promote and enable the use of distributed energy resources (DERs) to decarbonize municipal and community-wide buildings
Transportation	T-1	Decarbonize municipal and Central Transit vehicle fleets
	T-2	Improve Central Transit system and programs to encourage community wide use of public transit, with a focus on urban growth areas and communities with disadvantaged or vulnerable individuals
	T-3	Reduce vehicle miles traveled and transportation emissions across Ellensburg through active transportation, electric vehicles (EVs) and land use initiatives
	T-4	Leverage partnerships with local, regional and national institutions to promote mode shift and active transportation
Water	W-1	Implement water conservation and recycling strategies to reduce consumption at municipal facilities
	W-2	Implement water conservation and recycling strategies to reduce consumption community-wide
Land Use	L-1	Deploy zoning and land use tools that promote infill and transit-oriented development (TOD)

Implementation Plan

To execute the decarbonization and sustainability strategies in this roadmap, the City will leverage its internal staff and resources where possible to begin prioritizing which actions will be taken first, based on a broad set of criteria that will be further refined and applied after the *SEP* is adopted. As priority actions are identified, the City will take advantage of external funding from federal and state grants to cost-effectively implement the *SEP*.

Ellensburg intends to develop and deploy the infrastructure needed to monitor, evaluate, and report on its progress toward implementing this *SEP*. This includes deploying the City's Environmental Commission and/or other boards and commissions to advise on and oversee the prioritization of strategies, community engagement, monitoring, evaluation and reporting. Ellensburg will begin the implementation process with a strategy prioritization exercise that considers the following:

Cost-benefit impacts and funding availability

With appropriate oversight, Ellensburg will evaluate each action's implementation cost and benefits and prioritize those that come at the lowest cost to the City and Ellensburg residents. Actions that can be implemented using external funding sources will also be prioritized.

Funding and staff resources

The City will look to external stakeholders at the city, state and federal level to advance initiatives and take advantage of external funding to implement the *SEP*. Ellensburg will also consider each action in the context of staff or department(s) that will be tasked with implementing it and determine if execution is feasible. To implement the plan, Ellensburg will activate staffing, program development, grant procurement and policy support resources (as approved through the City's budget process).

Emissions impact, equity and co-benefits

Ellensburg will also evaluate actions for implementation with specific consideration for emissions reduction, community equity and potential co-benefits (e.g., improved air pollution, reduced resource use, climate resilience).

Drawing from these criteria, the City will develop and refine a prioritization matrix that will measure the costs and savings tied to each action against their anticipated impacts.

Once the *SEP* is formally adopted, Ellensburg will designate an oversight group that will be responsible for overseeing implementation and providing timely and routine guidance on the prioritization, evaluation and execution of strategies and actions.

Finally, the City will produce GHG emissions inventories on a biennial basis to track progress on its decarbonization efforts, and report on its progress through public, accessible reports.

1 INTRODUCTION



1.1 About Ellensburg

The City of Ellensburg encompasses 7.6 square miles in the heart of Washington. Bordered by the Yakima River and east of the Cascade mountain range, Ellensburg is home to unique stream corridors, wetlands and tree canopy that provide rich amenities for residents and wildlife alike. The seat of Kittitas County, Ellensburg is home to Central Washington University and supports a population of approximately 20,000 people.

The University of Washington Climate Impact Group and the United Nations' International Panel on Climate Change (IPCC) have confirmed that Washington state's climate is changing in rapid and far-reaching ways.³ These changes may entail warmer, wetter winters that precipitate extreme weather events and local hazards, as well as declines in snowpack that increase stream temperatures and produce water shortages.

While Ellensburg has long maintained progressive environmental policies by embracing varied transportation modes, clean industries, low-impact development strategies and natural resource conservation, the City recognizes the vital need to identify strategies that reduce greenhouse gas (GHG) emissions in the face of climate change. These efforts will become increasingly important and impactful as the city grows, particularly as the population is projected to increase by 2% annually through 2037.

The City is committed to further strengthening its environmental commitments and mitigating the impacts of climate change. By investing in robust mitigation strategies and implementing coordinated programs and policies, the City will not just protect environmental resources and ecosystems, but it will improve residential quality of life and regional economic development in the decades to come.



Sustainability Efforts to Date

The City of Ellensburg is committed to reducing GHG emissions in full adherence to applicable local commitments and regulatory mandates. The strategic actions in this **Sustainability and Energy Plan (SEP)** are rooted in and aligned with other city plans,

³ City of Ellensburg. "Ellensburg Comprehensive Plan: Chapter 7 Environment." April 9, 2022.
<<https://ci.ellensburg.wa.us/DocumentCenter/View/15108/CURRENT-COMPREHENSIVE-PLAN>>

policies and frameworks designed to advance sustainability and climate action (Figure 1-1). Importantly, this *SEP* aligns with core sustainability goals, policies and programs in the City's *2021 Comprehensive Plan*.

Figure 1-1. Ellensburg Strategic Plans



While this is the City's first formal *Sustainability and Energy Plan*, Ellensburg has integrated sustainability into its municipal planning and community activities over the course of many years. Sustainability initiatives to date include:

Fully sourcing Ellensburg's electricity from zero-emission energy

Through this plan and its revised *Clean Energy Implementation Plan*, Ellensburg's electric utility is moving toward 100% zero-emission electricity in line with state mandates.

Becoming the first community in Washington state to receive Tree City USA designation

Ellensburg has maintained its Tree City USA designation since 1983 and proudly hosts over 5,600 street trees.

Promoting solar energy

The City has supported solar energy projects since 2000. In 2006, Ellensburg installed a 36-kilowatt (kW) community solar system—the first of its kind in the United States.

Maintaining a Silver-Level Bicycle Friendly Community designation by the League of American Bicyclists (LAB)

Ellensburg's Silver-Level designation reflects how 47% of arterial streets in the city have bike lanes. The city set a goal of becoming a Gold-Level Bicycle Friendly Community through bicycling infrastructure and programs like community events, improved wayfinding systems and proactive street-level hazard mitigation.

Offering density bonus incentives that promote green building policies and practices

The City of Ellensburg provides density bonuses for energy efficient construction that achieves LEED,⁴ Built Green⁵ or other similar environmental certifications.

Transitioning to a zero-emission transit fleet and infrastructure

To meet state and federal requirements, as well as advance the City's environmental goals, Central Transit recently adopted its *Zero Emission Transition Plan*, through which it laid out its plan to electrify its bus fleet by 2032.

⁴ LEED (Leadership in Energy and Environmental Design) is a globally recognized green building rating system that provides a framework for healthy, efficient, and cost-saving green buildings. <<https://support.usgbc.org/hc/en-us/articles/4404406912403-What-is-LEED-certification-#LEED>>

⁵ Built Green is the green home certification program of the Master Builders Association of King and Snohomish Counties. It certifies green homes, remodels, apartments, and communities. <<https://www.builtgreen.net/>>

1.2 About this Sustainability and Energy Plan

To address the ongoing impacts of climate change in Ellensburg and to align with federal and state goals and regulations, the City of Ellensburg presents its first-ever **Sustainability and Energy Plan**. The *SEP* is a strategic framework through which the City will continue its leadership in procuring clean, renewable-sourced electricity and taking further strides to decarbonize both municipal assets and operations, as well as community-wide infrastructure and activities.

Plan Vision

The City of Ellensburg is committed to reducing greenhouse gas (GHG) emissions and promoting sustainability through strategic actions in alignment with state and federal climate regulations.

This *SEP* is organized into five sustainability categories: **Energy, Green Buildings, Transportation, Water** and **Land Use**. Across these categories, the *SEP* lays out 13 strategies addressing a blend of municipal and community initiatives, through which to achieve emissions reductions and other sustainability goals.

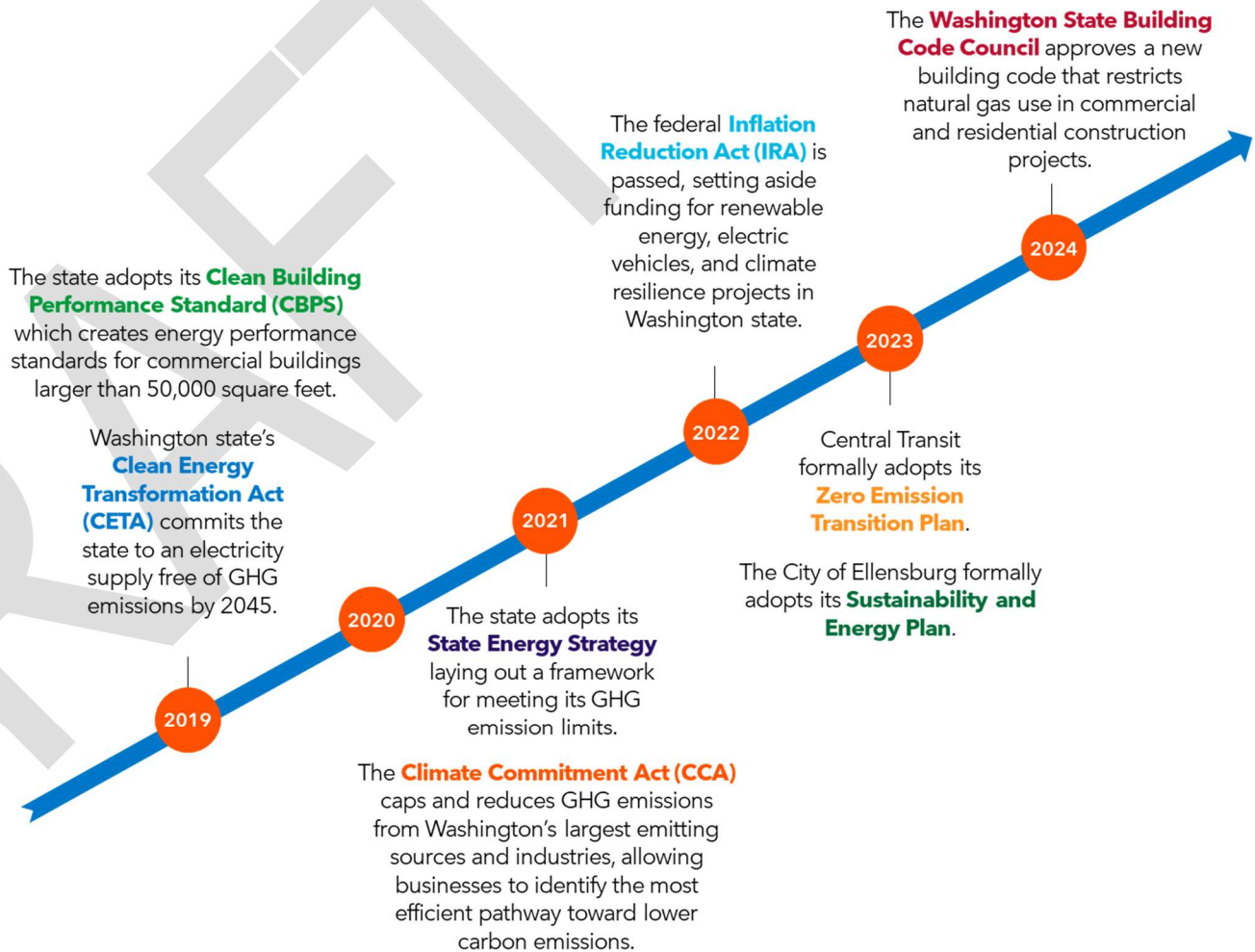
Regulatory Drivers

Ellensburg's *SEP* is intended, first and foremost, to establish a roadmap for the City to align with and achieve the goals and mandates set by state legislation. In particular, this Plan will ensure that Ellensburg complies with Washington State's 2019 Clean Energy Transformation Act (CETA), which requires all electric utilities, including Ellensburg's utility operations, to be GHG-neutral by 2030 and 100% clean by 2045.⁶ This *SEP* also includes additional actions to reduce emissions commensurate with the lowering cap on emissions in Washington State's Climate Commitment Act (CCA), which is designed to achieve a 95% reduction in statewide GHG emissions by 2050.⁷ Consequently, the Plan aligns with federal targets established by the Biden-Harris administration to achieve a 50-52% reduction in net GHG emissions compared to 2005 levels by 2030.⁸ Additional state and federal legislation and regulatory drivers for the Plan are shown in Figure 1-2.

⁶ Washington State Department of Commerce. "Clean Energy Transformation Act." n.d. <<https://www.commerce.wa.gov/growing-the-economy/energy/ceta/>>

⁷ Washington State Department of Ecology. "Climate Commitment Act." n.d. <<https://ecology.wa.gov/air-climate/climate-commitment-act>>.

⁸ The United States Department of State and the United States Executive Office of the President. "The Long-Term Strategy of the United States: Pathways to Net-Zero Greenhouse Gas Emissions by 2050." October 2021. <<https://www.whitehouse.gov/wp-content/uploads/2021/10/US-Long-Term-Strategy.pdf>>

Figure 1-2. Sustainability and Energy Plan Regulatory Drivers and Timeline

Planning Process and Timeline

This *Sustainability and Energy Plan* was developed through a six-phase process over the course of approximately one year (see Figure 1-3):

Phase 1: Current State Assessment

The City completed a current state assessment of city-wide sustainability and climate action initiatives, including a thorough review of its existing plans and policies as well as several interviews with municipal departments and staff.

Phase 2: GHG Emissions Inventory

Ellensburg collected municipal and community-wide data and prepared a baseline GHG emissions inventory, as well as a data-driven forecast of both municipal and community-wide GHG emissions through 2050, to inform the selection of GHG reduction measures.

Phase 3: Stakeholder Engagement

The City conducted several interviews with internal and external stakeholders, as well as a

public survey, to gain a better understanding of community-wide priorities with respect to sustainability and climate action across Ellensburg.

Phase 4: Goal-setting and Implementation Planning

Ellensburg drew from its current state assessment, emissions analyses and stakeholder engagement process to develop emissions reduction and regulatory compliance measures for the *SEP*.

Phase 5: *SEP* Development

The City prepared a first draft of the *SEP* and completed an internal review process to collect internal and external feedback on the *SEP* and the measures therein.

Phase 6: Finalize and Publicize *SEP*

Ellensburg finalized and adopted its first-ever *Sustainability and Energy Plan* in late 2023.

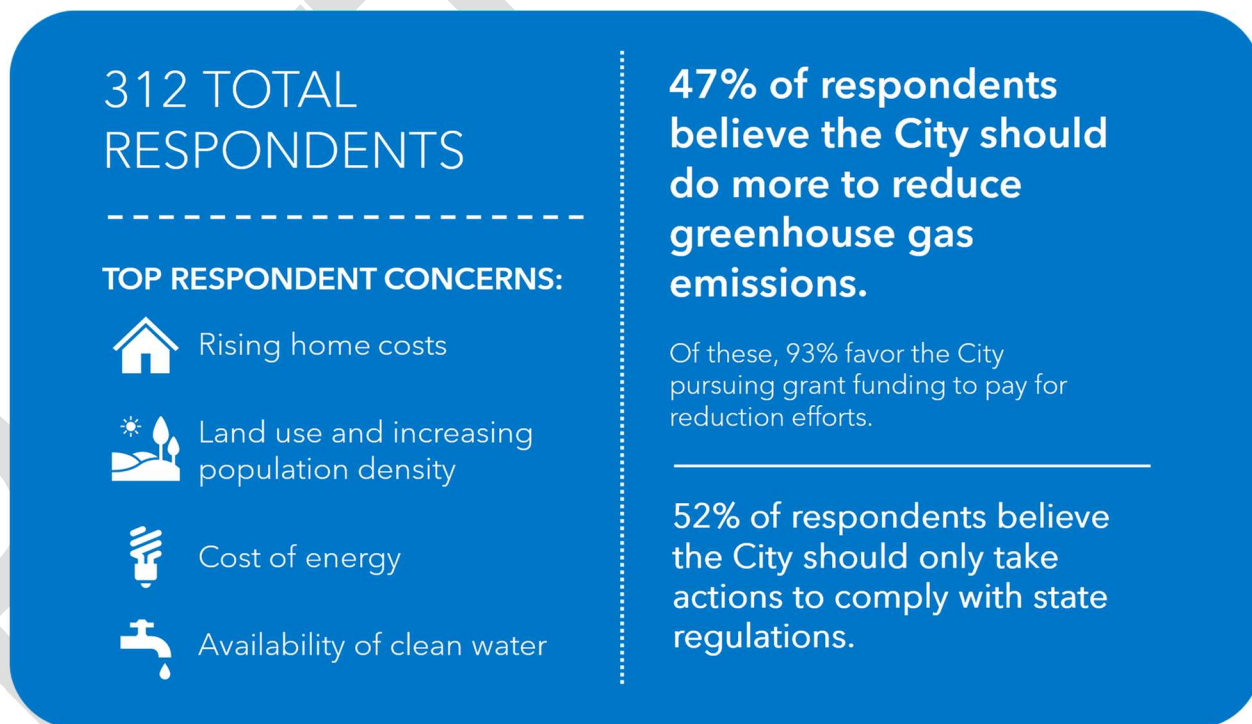
Figure 1-3. *Sustainability and Energy Plan Development Process*



Stakeholder and Community Engagement

Climate action requires collaboration and coordination among and between diverse municipal and community entities. The City engaged both internal stakeholders and community members throughout the planning process for this *SEP*. Engagement efforts included a series of interviews with key City staff and executives across all departments to identify successes and gaps with respect to sustainability and climate action, as well as to understand potential opportunities and challenges the City is likely to face when implementing the Plan. Staff were also engaged in the latter half of the planning process to provide iterative feedback on emissions reduction and compliance measures.

In addition, the City surveyed the Ellensburg community at large through an online community-wide survey that was disseminated through public utility bills. The City collected responses from July - August 2023 for questions regarding the top concerns of Ellensburg residents, recommended approaches for the City to reduce community-wide GHG emissions and existing sustainable practices and behaviors across Ellensburg. The survey indicated community-wide support for the *SEP* and highlighted both specific interest in exploring renewable energy sources as well as concerns about increasing utility bill costs and regulations. Respondents also expressed a desire for improved energy efficiency and use in buildings, improvements to transit infrastructure and enhanced alternative transportation solutions. These community survey results directly informed the strategies in this *SEP*.

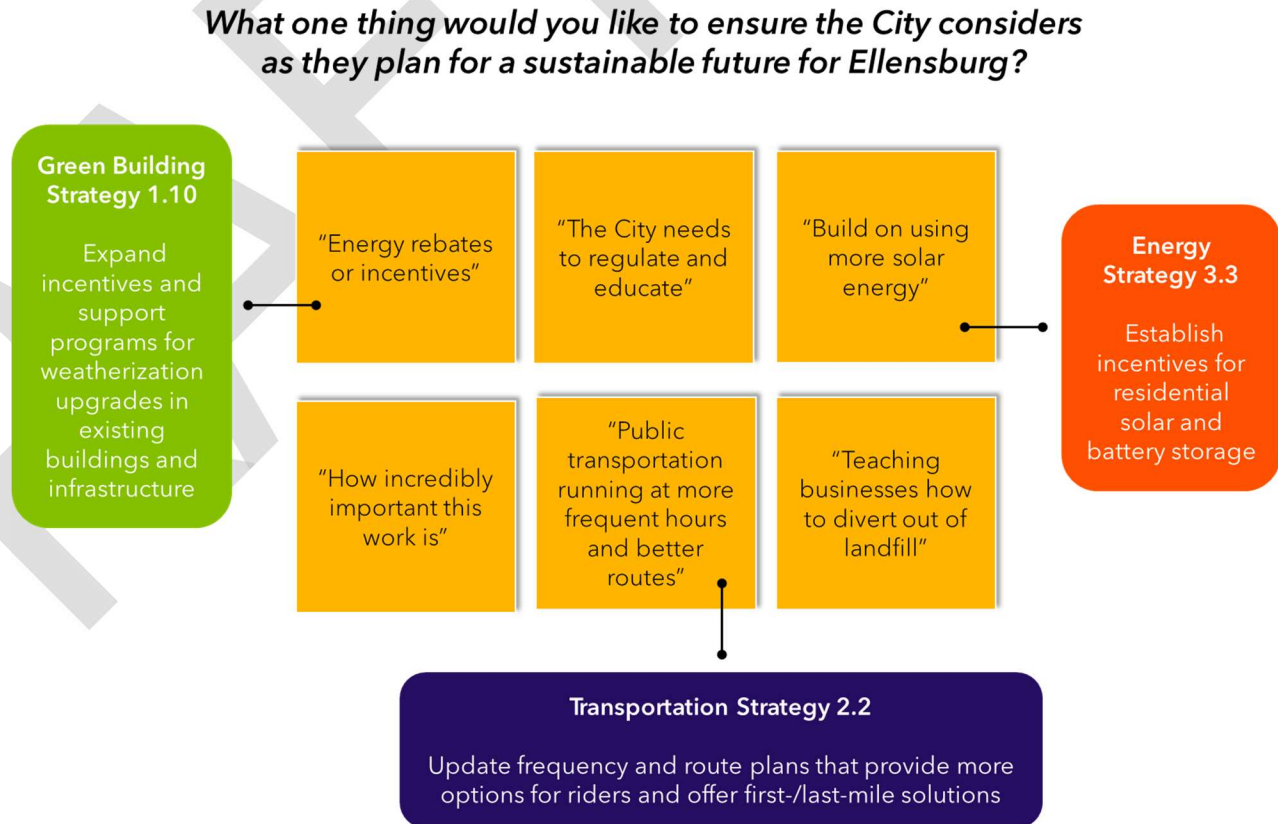
Figure 1-4. Sustainability and Energy Plan Community Survey Highlights

Detailed survey results are included in the appendices to this Plan. Highlights are shown in Figure 1-4, and direct quotes from respondents are featured in Figure 1-5.

Figure 1-5. Sustainability and Energy Plan Community Survey Respondent Quotes

The City drew upon survey feedback to inform the emissions reduction and compliance measures included in this *Sustainability and Energy Plan* (see Figure 1-6).

Figure 1-6. Community feedback and derived SEP measures



2 GREENHOUSE GAS EMISSIONS



2.1 Background

As the foundation for the *Sustainability and Energy Plan*, the City of Ellensburg prepared baseline greenhouse gas (GHG) emissions inventories for both its municipal operations emissions and community-wide GHG emissions. The municipal inventory comprises emissions generated from municipal assets, operations and activities, whereas the community-wide inventory comprises emissions from residential, commercial and industrial buildings and activities. Ellensburg then produced emissions forecasts for both municipal and community-wide emissions through 2037, in alignment with the population growth forecasts in the *Comprehensive Plan*. The baseline GHG inventories and accompanying emissions forecasts were used to identify sustainability and energy strategies and actions.

2.2 Inventory Scopes, Boundary and Methodology

Municipal Emissions

The municipal emissions inventory covers a 12-month period between December 2021 through November 2022, accounting for the following sources of emissions from City operations and assets:

Scope 1 Emissions

Direct GHG emissions occurring from sources owned by the City of Ellensburg. These include emissions from stationary sources like City-owned facilities (natural gas use); mobile sources such as City and Central Transit fleet and service vehicles (fuel use); and wastewater treatment.

Scope 2 Emissions

Indirect emissions from procured electricity, namely from the City's municipal utility.

Scope 3 emissions were not included, as these fall outside the City's operational control boundary. The Government Operations Module within the U.S. Environmental Protection Agency's (EPA) Local Greenhouse Gas Inventory Tool was used to calculate all municipal emissions. Utility consumption and fleet fuel data were the primary elements of the municipal emissions inventory. Additional details on the methodology are included in Appendix B.

Community-wide Emissions

The community-wide emissions inventory covers the same 12-month period (December 2021 through November 2022). It accounts for the following sources of emissions across Ellensburg (excluding municipal operations and assets):

Scope 1 Emissions

Direct GHG emissions from stationary sources (natural gas used in residential, commercial/institutional, and industrial buildings and infrastructure) and mobile sources (fuel used for private vehicles and commercial fleets).

Scope 2 Emissions

As with municipal emissions, these include indirect emissions from procured electricity, primarily from the City's municipal utility.

Scope 3 emissions were not included, as these fall outside the Community's operational control boundary. The Community Module within the EPA's Local Greenhouse Gas Inventory Tool was used to calculate community-wide emissions. In addition to aggregated utility data, community-wide transportation emissions were calculated by using a customized estimate for annual vehicle miles traveled (VMT) and using data from Kittitas County from the Washington State Department of Transportation (DOT) to determine the percentage splits for different travel modes. Additional details on the methodology are included in Appendix B.

2.3 Baseline GHG Emissions

Municipal Emissions

Baseline municipal emissions totaled **2,181 metric tons of carbon dioxide equivalent (MTCO₂e)**. Figure 2-1 and Table 2-1 show visual and tabular breakdowns of emissions by source.

Figure 2-1. Baseline Municipal GHG Emissions by Scope

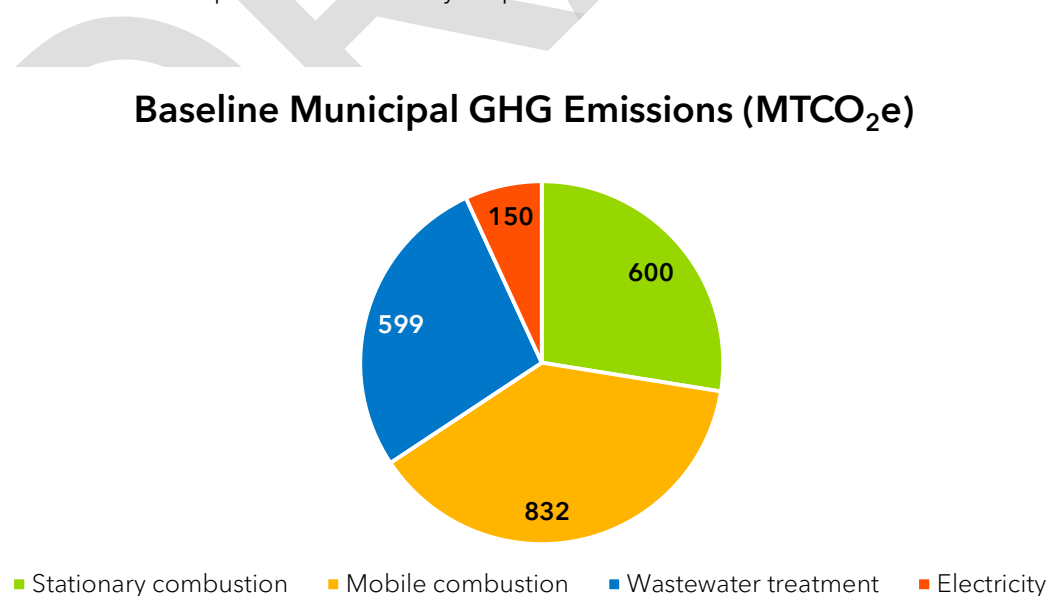


Table 2-1. Baseline Municipal GHG Emissions by Scope and Source

Emissions Source	Emissions (MTCO ₂ e)	Percent of Total Emissions
Scope 1 Emissions	2,031.54	93%
Stationary combustion	600.26	28%
Mobile combustion	832.37	38%
Wastewater treatment	598.91	27%
Scope 2 Emissions	149.62	7%
Electricity	149.62	7%
Total Emissions	2,181.16	100%

Emissions from stationary combustion, mobile combustion, and wastewater treatment (or Scope 1 emissions) make up 93% of the City of Ellensburg's operational GHG emissions, whereas emissions from electricity use (or Scope 2 emissions) make up the remaining 7%. Most municipal Scope 1 emissions can be attributed to mobile combustion sources, which include City and Central Transit fleet and service vehicles. Natural gas consumption in buildings and wastewater treatment contribute similar shares of emissions at 28% and 27%, respectively. Due to the low carbon intensity of the electric grid, Scope 2 emissions (electricity) make up only 7% of all municipal emissions.

Community-wide Emissions

Baseline community-wide emissions totaled **142,947 MTCO₂e**. Figure 2-2 and Table 2-2 break out emissions detail by source, and Table 2-3 shows emissions by sector.

Figure 2-2. Baseline Community-wide GHG Emissions by Scope

Baseline Community-wide GHG Emissions (MTCO₂e)

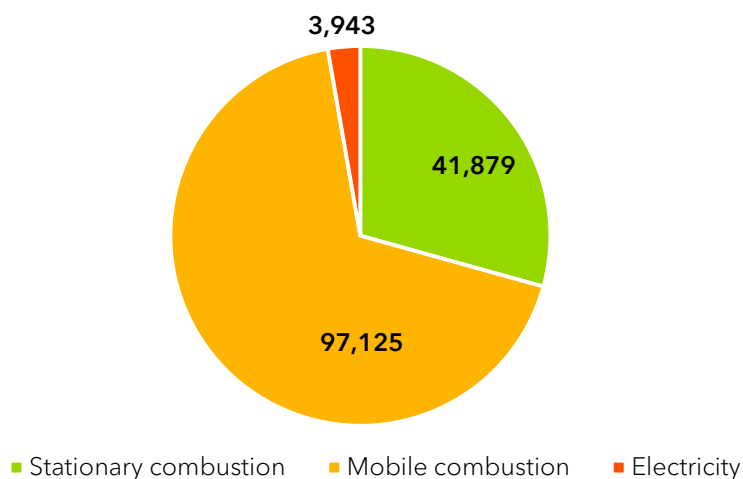


Table 2-2. Baseline Community-wide GHG Emissions by Scope and Source

Emissions Source	Emissions (MTCO ₂ e)	Percent of Total Emissions
Scope 1 Emissions	139,004.12	97%
Stationary combustion	41,878.66	29%
Mobile combustion	97,125.46	68%
Scope 2 Emissions	3,942.99	3%
Electricity	3,942.99	3%
Total Emissions	142,947.11	100%

Over two-thirds of community-wide emissions are attributable to mobile combustion from private and commercial vehicles. The remaining 29% of Scope 1 emissions can be attributed to natural gas use in residential, commercial and industrial buildings. As with municipal emissions, only a very small segment of total emissions can be attributed to electricity consumption.

When broken down by sector, the residential sector is responsible for two-thirds of all community-wide emissions, whereas the remaining third is almost entirely made up of emissions from the commercial/institutional sector.

Table 2-3. Baseline Community-wide GHG Emissions by Sector

Emissions Sector	Emissions (MTCO ₂ e)	Percent of Total Emissions
Residential	94,006.91	66%
Commercial/Institutional	47,860.47	33%
Industrial	1,079.73	1%
Total Emissions	142,947.11	100%

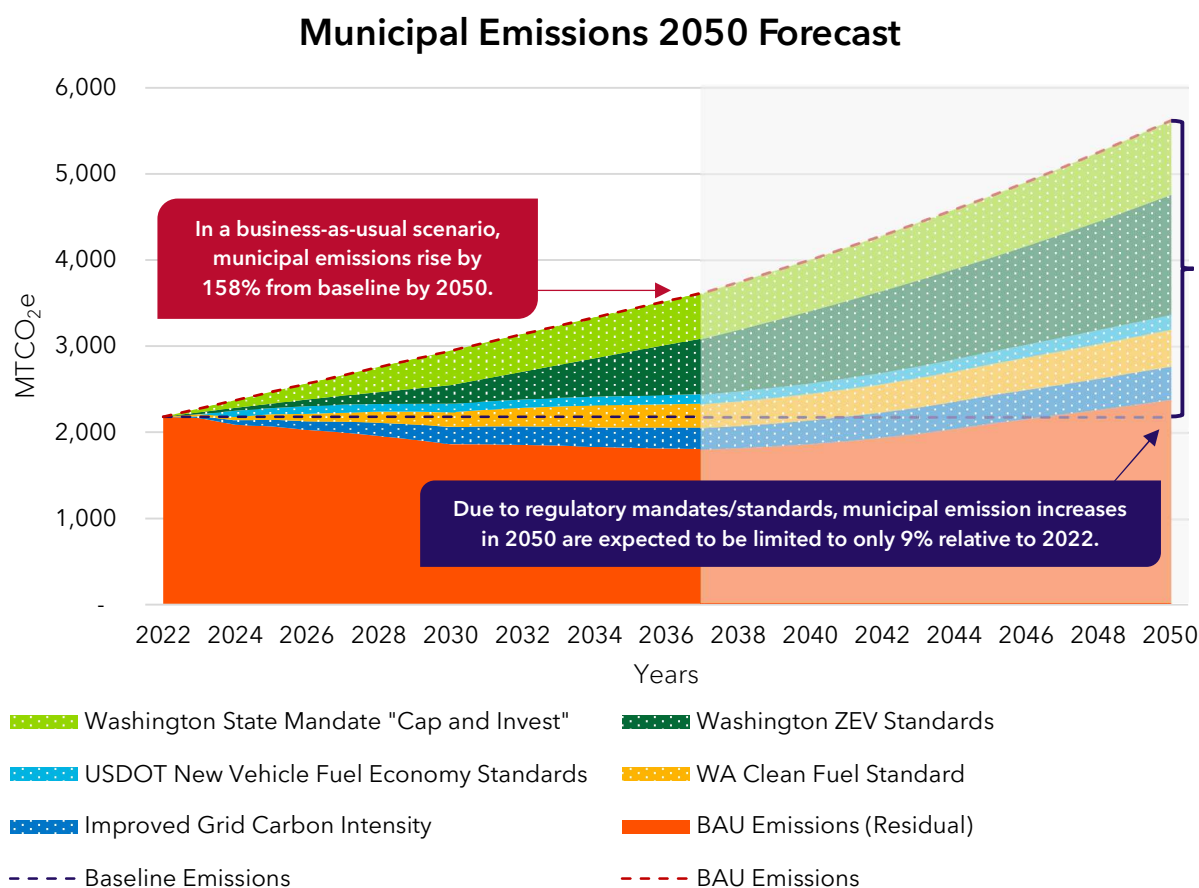
2.4 Projected GHG Emissions

Municipal Emissions

Figure 2-3 shows projected municipal emissions through 2050, showing cumulative emissions in a business-as-usual (BAU) scenario based on population growth, which is expected to increase by 2% annually on average through 2037. Forecasted emissions beyond 2037 have not been formally modeled to align with forecasts in the City's *Comprehensive Plan* but are instead extrapolated and are shown with a slight fade in each graph. The blue dotted line represents emissions at baseline, and the red dotted line represents BAU emissions without any intervention. Each wedge below the red dotted line represents anticipated emissions reductions from federal and state regulatory mandates, including improved grid carbon intensity.

If no additional action is taken by the City to reduce emissions, and without regulatory mandates, municipal emissions are projected to increase by nearly 158% by 2050 from the baseline. Compliance with mandates will significantly reduce emission growth, reducing the increase by 2050 to only ~9% from the baseline.

Figure 2-3. Municipal Emissions Forecast through 2050

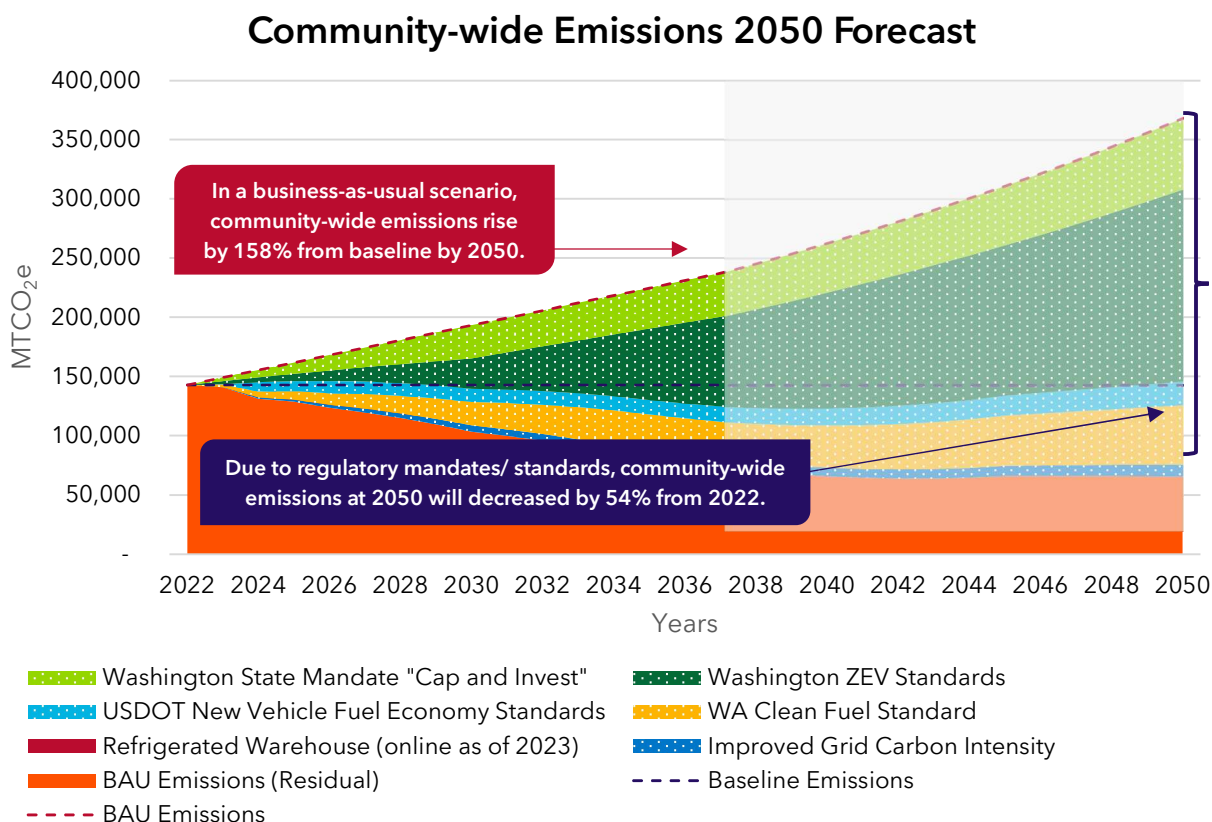


Community-wide Emissions

Figure 2-4 shows projected community-wide emissions through 2050, showing cumulative emissions in a BAU scenario based on population growth which is expected to increase by 2% annually on average through 2037. As with municipal emissions, forecasted community-wide emissions beyond 2037 have not been formally modeled to align with forecasts in the City's *Comprehensive Plan*, but are instead extrapolated and are shown with a slight fade in each graph. The blue dotted line represents emissions at baseline, and the red dotted line represents BAU emissions without any intervention. Each wedge below the red dotted line represents anticipated emissions reductions from federal and state regulatory mandates, including improved grid carbon intensity.

If no additional action is taken to reduce emissions, and without regulatory mandates, emissions are projected to increase by nearly 158% by 2037 from the baseline (given the similar scopes of impact of different regulations). Compliance with mandates will reduce community-wide emissions from the baseline over time, cutting emissions at 2050 by nearly ~54% from the baseline. Because the share of transportation-related emissions is greater community-wide, and because many of the mandates and standards are targeted toward reducing emissions from vehicles, a greater share of community-wide emissions will be eliminated over time. This will result in an actual reduction in emissions over time at 2037 and 2050, compared to the baseline.

Figure 2-4. Community-wide Emissions Forecast through 2050



While both municipal and community-wide emissions projections show that statewide mandates and standards will at least neutralize the projected emissions growth through 2037 and out to 2050, emissions will not be completely neutralized or eliminated by 2050 without additional action. In both cases, the City will need to implement additional strategies that target emissions from buildings and from transportation to achieve carbon neutrality by 2050 per statewide targets.



3 SUSTAINABILITY AND ENERGY ROADMAP



3.1 Roadmap Overview

To reduce GHG emissions and meet statewide energy goals, the City of Ellensburg has identified 13 overarching **strategies** supported by 69 specific **actions** across five sustainability **categories**: Energy, Green Buildings, Transportation, Water, and Land Use.

Each action is accompanied by **target area**, either municipal or community-wide, which indicates the anticipated scope of impact for that action. These are included to guide the City and its stakeholders when prioritizing actions for implementation.

Figure 3-1 provides definitions for each element of the Roadmap, and Table 3-1 offers a summary of all categories and strategies included in this *Sustainability and Energy Plan*.

Figure 3-1. How to Read this Roadmap

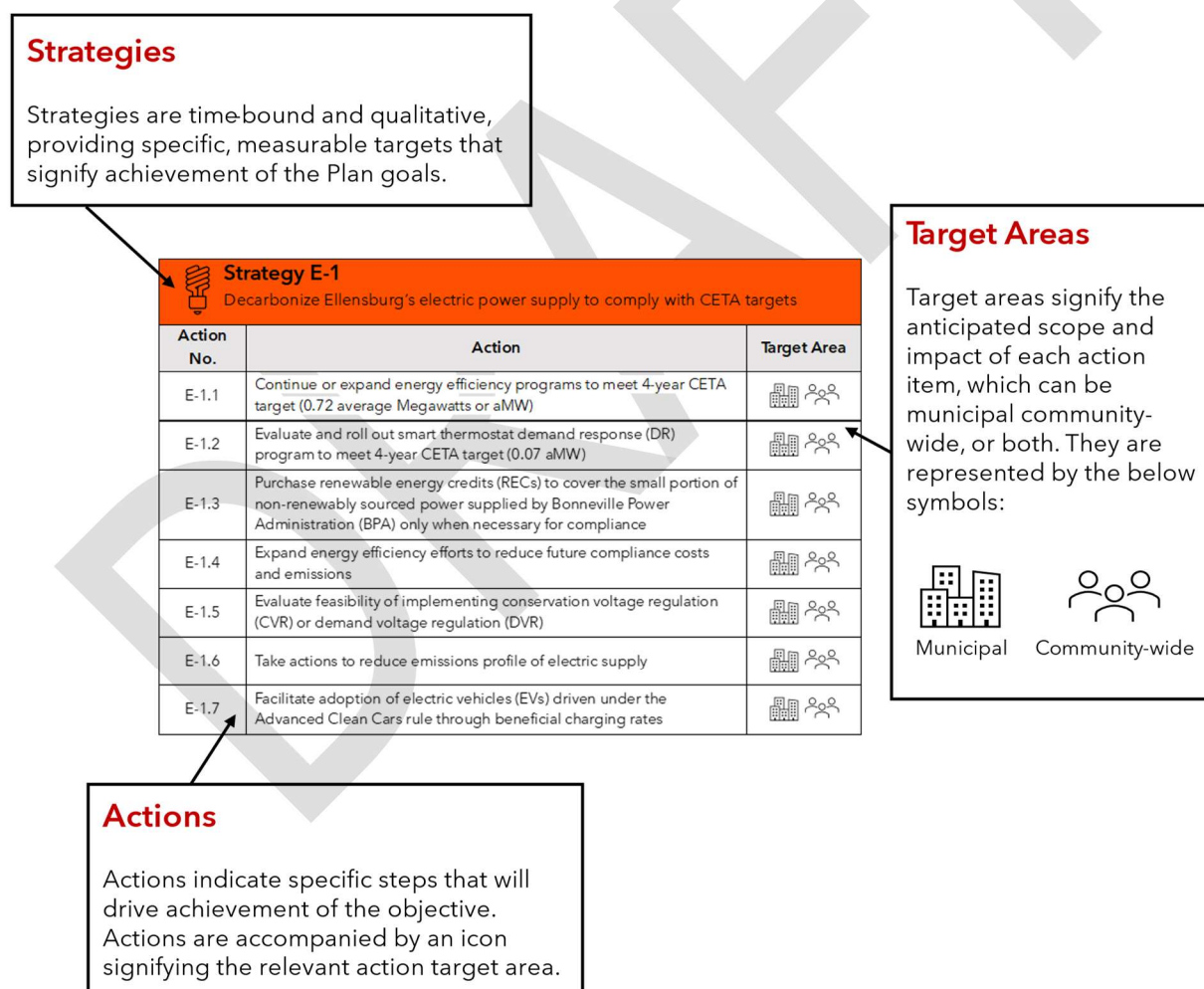


Table 3-1. Sustainability and Energy Roadmap Categories and Strategies

Category	Strategy No.	Strategy
Energy	E-1	Decarbonize Ellensburg's electric power supply to comply with CETA targets
	E-2	Explore all possible energy transition pathways to mitigate emissions in compliance with the Climate Commitment Act
	E-3	Improve energy (grid) and climate resilience across Ellensburg
Green Buildings	G-1	Improve energy efficiency across all existing municipal and community wide buildings
	G-2	Set energy efficiency and electrification standards or requirements for all new municipal and community-wide buildings
	G-3	Promote and enable the use of distributed energy resources (DERs) to decarbonize municipal and community-wide buildings
Transportation	T-1	Decarbonize municipal and Central Transit vehicle fleets
	T-2	Improve Central Transit system and programs to encourage community wide use of public transit, with a focus on urban growth areas and communities with disadvantaged or vulnerable individuals
	T-3	Reduce vehicle miles traveled and transportation emissions across Ellensburg through active transportation, electric vehicles (EVs) and land use initiatives
	T-4	Leverage partnerships with local, regional and national institutions to promote mode shift and active transportation
Water	W-1	Implement water conservation and recycling strategies to reduce consumption at municipal facilities
	W-2	Implement water conservation and recycling strategies to reduce consumption community-wide
Land Use	L-1	Deploy zoning and land use tools that promote infill and transit-oriented development (TOD)

3.2 Energy

Outside of transportation, emissions from energy consumption offers the greatest opportunity for emissions reduction. Emissions from stationary energy use (e.g., electricity, natural gas) makes up over a third of both municipal and community-wide GHG emissions. While the Ellensburg grid is very clean—over 95% of city-wide electricity currently comes from zero-emission sources—there are still steps Ellensburg can and must take to reduce the carbon intensity of the City's energy supply to comply with CETA and achieve statewide emissions goals. Furthermore, eliminating natural gas demand and consumption alone will not be enough to meet the emissions reduction targets established via the CCA. Consequently, additional strategies and actions were developed to move the City closer to hitting those goals and to align with the City's updated *Clean Energy Implementation Plan*.

Informed by supporting analyses on energy efficiency, demand response and CCA compliance, Ellensburg will pursue three strategies to address emissions from energy consumption:

- **E-1:** Decarbonize Ellensburg's electric power supply in compliance with CETA targets
- **E-2:** Explore all possible energy transition pathways to mitigate emissions in compliance with the Climate Commitment Act
- **E-3:** Improve energy (grid) and climate resilience across Ellensburg

Table 3-2. Strategy E-1 Actions and Target Areas

 Strategy E-1 Decarbonize Ellensburg's electric power supply to comply with CETA targets		
Action No.	Action	Target Area
E-1.1	Continue or expand energy efficiency programs to meet 4-year CETA target (0.72 average Megawatts or aMW)	 
E-1.2	Evaluate and roll out smart thermostat demand response (DR) program to meet 4-year CETA target (0.07 aMW)	 
E-1.3	Purchase renewable energy credits (RECs) to cover the small portion of non-renewably sourced power supplied by Bonneville Power Administration (BPA) only when necessary for compliance	 
E-1.4	Expand energy efficiency efforts to reduce future compliance costs and emissions	 
E-1.5	Evaluate feasibility of implementing conservation voltage regulation (CVR) or demand voltage regulation (DVR)	 

 Strategy E-1 (Continued) Decarbonize Ellensburg's electric power supply to comply with CETA targets		
Action No.	Action	Target Area
E-1.6	Take actions to reduce emissions profile of electric supply	 
E-1.7	Facilitate adoption of electric vehicles (EVs) driven under the Advanced Clean Cars rule through beneficial charging rates	 

Table 3-3. Strategy E-2 Actions and Target Areas

 Strategy E-2 Explore all possible energy transition pathways to mitigate emissions in compliance with the Climate Commitment Act		
Action No.	Action	Target Area
E-2.1	Revise natural gas line extension allowance/policy to comply with the Climate Commitment Act	 
E-2.2	Consider incentives and programs for fuel switching across all sectors based on expected future compliance costs, combined with electric energy efficiency incentives & Inflation Reduction Act (IRA) tax credits	 
E-2.3	Focus natural gas energy efficiency efforts on fuel-neutral measures like weatherization	 
E-2.4	Evaluate market-based approaches or incentive programs that could be implemented by the City to guide the transition to alternative fuels	 
E-2.5	Implement RNG capture project with wastewater system if approved by EPA or identify other ways to capture/reduce emissions	
E-2.6	Consider policy changes that move away from natural gas system expansion	 
E-2.7	Consider a plan to decarbonize the utility taking into consideration the rising cost of maintaining the gas distribution infrastructure as the number of rate payers decrease, causing possible hardship to vulnerable community members and businesses who are unable to switch to electricity	 

Table 3-4. Strategy E-3 Actions and Target Areas

 Strategy E-3 Improve energy (grid) and climate resilience across Ellensburg		
Action No.	Action	Target Area
E-3.1	Install battery storage for solar array to support EV charging along the Interstate 90	
E-3.2	Install battery storage at community cooling and warming centers to provide resilient shelters for Ellensburg residents	
E-3.3	Establish incentives for residential solar and battery storage	
E-3.4	Continue undergrounding new and existing utility lines where physically and financially feasible	
E-3.5	Explore opportunities for advanced metering infrastructure and emerging systems technology city-wide that use demand response to reduce grid strain	
E-3.6	Market community cooling and warming centers and other critical community sites to inform Ellensburg residents of community-wide emergency services	
E-3.7	Educate consumers and HVAC installers on high-efficiency, low-emission energy options and incentives	
E-3.8	Explore renewable and non-emitting power generation alternatives	
E-3.9	Assess the impacts of increased electricity loads on electric transmission and distribution systems	
E-3.10	Develop a strategy to ensure reliable supply for peak power demand	
E-3.11	Explore innovation in energy efficiency measures and renewable resources with Central Washington University to benefit workforce and economy	

3.3 Green Buildings

While Ellensburg's energy strategies will focus on supply-side energy emissions, the City will also explore green building strategies to reduce energy demand from stationary assets. Internal stakeholders at the City indicated a priority for strategies that not only address emissions reductions, but also facilitate building improvements at aging facilities, with a priority for buildings with deferred maintenance. External stakeholders also expressed a desire for strategies that would increase access to building efficiency improvements for residents.

Ellensburg will pursue three strategies to decarbonize buildings:

- **G-1:** Improve energy efficiency across all existing municipal and community-wide buildings
- **G-2:** Set energy efficiency and electrification standards or requirements for all new municipal and community-wide buildings
- **G-3:** Promote and enable the use of distributed energy resources (DERs) to decarbonize municipal and community-wide buildings

Table 3-5. Strategy G-1 Actions and Target Areas

 Strategy G-1 Improve energy efficiency across all existing municipal and community-wide buildings		
Action No.	Action	Target Area
G-1.1	Replace aging interior and exterior lighting and appliances for all municipal facilities with energy-efficient alternatives, prioritizing areas with deferred maintenance	
G-1.2	Install sensors and energy controls on lighting and equipment to schedule time of use and manage demand	
G-1.3	Comply with code requirements for replacing end-of-life natural-gas-powered HVAC systems with all-electric heat pumps, and explore technical and cost feasibility of exceeding code requirements to accelerate this transition	
G-1.4	Monitor wastewater treatment facility energy to track reductions associated with the 2022 General Sewer Plan improvements	
G-1.5	Deploy weatherization measures at recreational facilities with high energy use intensity to reduce natural gas demand	

 Strategy G-1 (Continued) Improve energy efficiency across all existing municipal and community-wide buildings		
Action No.	Action	Target Area
G-1.6	Establish a building maintenance fund/energy-tracking software that can be used to track energy savings from building improvements	
G-1.7	Utilize BPA incentive funds and work with local businesses to provide energy audits for residential and commercial utility customers	
G-1.8	Explore feasibility of adopting city-level energy use intensity targets for buildings over 10,000 square feet, exceeding Clean Buildings Performance Standards (CBPS) and state requirements	
G-1.9	Provide rebates for residential and commercial customers to support upgrades to energy-efficient and all-electric appliances and lighting, in support of achieving CBPS targets	
G-1.10	Expand incentives and support programs for weatherization upgrades in existing buildings and infrastructure	

Table 3-6. Strategy G-2 Actions and Target Areas

 Strategy G-2 Set energy efficiency and electrification standards or requirements for all new municipal and community-wide buildings		
Action No.	Action	Target Area
G-2.1	Set minimum green building certification requirements for all new municipal buildings	
G-2.2	Require lifecycle design evaluations for all new municipal buildings and create guidelines for such evaluations for commercial and industrial buildings	

Table 3-7. Strategy G-3 Actions and Target Areas

 Strategy G-3 Promote and enable the use of distributed energy resources (DERs) to decarbonize municipal and community-wide buildings		
Action No.	Action	Target Area
G-3.1	Install additional on-site renewable generation, storage and distributed energy resources	
G-3.2	Create specifications or equipment replacement plans to electrify or use alternative fuels for building, construction and maintenance equipment	
G-3.3	Bolster and deploy additional incentive and rebate programs for residential and commercial solar installations	
G-3.4	Explore and expand community renewable facilities	

3.4 Transportation

Transportation provides the greatest opportunity to reduce city-wide emissions. Emissions from City transportation and fleet vehicles make up approximately 27% of municipal emissions and nearly two-thirds of community-wide emissions come from residential and commercial vehicles. However, nearly two-thirds of public survey respondents residing within City limits expressed that they currently use or plan to increase their use of alternative transportation (i.e., modes of mobility that are not single-occupancy vehicles), indicating that this could be an effective strategy to reduce emissions in the long term. The remaining third of respondents within the city of Ellensburg expressed that they do not currently use alternative transportation.

Ellensburg will pursue four strategies to decarbonize the transportation sector:

- **T-1:** Decarbonize municipal and Central Transit vehicle fleets
- **T-2:** Improve Central Transit system and programs to encourage community-wide use of public transit, with a focus on urban growth areas and communities with disadvantaged or vulnerable individuals
- **T-3:** Reduce vehicle miles traveled and transportation emissions across Ellensburg through active transportation, electric vehicles (EVs) and land use initiatives
- **T-4:** Leverage partnerships with local, regional and national institutions to promote mode shift and active transportation

Table 3-8. Strategy T-1 Actions and Target Areas

 Strategy T-1 Decarbonize municipal and Central Transit vehicle fleets		
Action No.	Action	Target Area
T-1.1	Implement Central Transit's <i>Zero Emission Transition Plan</i>	
T-1.2	Install zero-emission vehicle charging and fueling infrastructure across municipal and Central Transit facilities to support the zero-emission vehicle transition	
T-1.3	Explore and implement interim fueling solutions to reduce vehicular emissions from existing municipal fleet vehicles (e.g., renewable compressed natural gas, R-100 renewable diesel)	

Table 3-9. Strategy T-2 Actions and Target Areas

Strategy T-2  Improve Central Transit system and programs to encourage community-wide use of public transit, with a focus on urban growth areas and communities with disadvantaged or vulnerable individuals		
Action No.	Action	Target Area
T-2.1	Update <i>Citywide Transit Master Plan</i> to identify opportunities for Central Transit to better connect residents to citywide destinations	 
T-2.2	Update existing frequency and route plans that provide more options for riders and offer first-/last-mile solutions	 
T-2.3	Improve ADA accessibility, rider protection, shading, and other safety and comfort features at all transit stops	 
T-2.4	Add sensors at traffic signals that enable traffic priority for transit	 
T-2.5	Review level of service standard and revise to fit City and community needs	 
T-2.6	Pursue federal and state grant funding to support Central Transit and community-wide traffic improvements	 
T-2.7	Complete safe streets study and develop a system-wide Transit Safety Plan	 
T-2.8	Enhance accessible community education resources (e.g., digital, physical, multilingual) to inform current and prospective riders on the benefits of public transit and Central Transit service offerings	 

Table 3-10. Strategy T-3 Actions and Target Areas

Strategy T-3  Reduce vehicle miles traveled and transportation emissions across Ellensburg through active transportation, electric vehicles (EVs) and land use initiatives		
Action No.	Action	Target Area
T-3.1	Develop a rolling 3-year roadmap for implementing the City's <i>Active Transportation Plan</i>	 
T-3.2	Identify additional opportunities across the City of Ellensburg to discourage single-passenger driving and reduce maintenance needs	 

 Strategy T-3 Reduce vehicle miles traveled and transportation emissions across Ellensburg through active transportation, electric vehicles (EVs) and land use initiatives (Continued)		
Action No.	Action	Target Area
T-3.3	Establish additional access routes outside of the existing street system for bicycle and pedestrian traffic with connections to parks, trails, and other recreational amenities	
T-3.4	Survey municipal and community-wide facilities to identify locations to deploy public EV charging infrastructure	
T-3.5	Review and update building codes as need to ensure there are requirements for existing and new buildings to add and install sufficient EV charging infrastructure	
T-3.6	Create new or revise existing traffic engineering standards for new roadway development and design with a focused on reduced VMT	
T-3.7	Reduce or eliminate any existing parking minimums for new lot developments and other institutional uses	
T-3.8	Institute traffic signal safety improvements in medium- and high-density areas in residential and commercial zones	
T-3.9	Adopt a policy to prefer roundabouts where feasible at strategic intersections and begin a program to purchase adequate rights-of-way	

Table 3-11. Strategy T-4 Actions and Target Areas

 Strategy T-4 Leverage partnerships with local, regional and national institutions to promote mode shift and active transportation		
Action No.	Action	Target Area
T-4.1	Partner with businesses to set up bikeshare and carshare programs community-wide	
T-4.2	Partner with Central Washington University to develop programs that encourage alternative modes of transportation for students, faculty and staff	
T-4.3	Work with the League of American Bicyclists and other organizations to identify improvements community-wide to promote cycling and other alternative modes of transportation	
T-4.4	Partner with Ellensburg's six K-12 schools and private school to set up or improve existing K-12 walk-/bike-to-school programs	

3.5 Water

While emissions from water use were not measured as a part of the *SEP* process, the City of Ellensburg remains committed to sustainability managing its water resources. The City has identified two Water-oriented strategies:

- **W-1:** Implement water conservation and recycling strategies to reduce consumption at municipal facilities
- W-2:** Implement water conservation and recycling strategies to reduce consumption community-wide

Table 3-12. Strategy W-1 Actions and Target Areas

 Strategy W-1 Implement water conservation and recycling strategies to reduce consumption at municipal facilities		
Action No.	Action	Target Area
W-1.1	Identify opportunities for new green infrastructure installations (e.g., permeable pavement, bioswales,) to support groundwater retention and water recycling	
W-1.2	Introduce water conservation interventions at the building level (e.g., low-flow appliances, xeriscaping) to reduce water consumption	

Table 3-13. Strategy W-2 Actions and Target Areas

 Strategy W-2 Implement water conservation and recycling strategies to reduce consumption community-wide		
Action No.	Action	Target Area
W-2.1	Develop a low-income green infrastructure program to provide financial support to residents interested in installing green infrastructure	
W-2.2	Identify opportunities for watershed restoration	
W-2.3	Introduce rebate, incentive, and appliances hand-out programs that encourage community-wide use of low-flow appliances and xeriscaping	

3.6 Land Use

Land use and urban planning tools are critical to reducing community-wide emissions. The ways in which land is used and zoned, as well as different development types and permitting practices, have varying but significant bearing on the way a population will move about space and use resources. To reduce emissions at the community scale, Ellensburg will further explore two types of development: **infill development**, which repurposes existing unused or underutilized land for new construction; and **transit-oriented development**, which focuses on developing buildings and spaces near alternative modes of transportation (i.e., walking, cycling, public transit) that better connect residents to resources and destinations.

Table 3-14. Strategy L-1 Actions and Target Areas

 Strategy L-1 Deploy zoning and land use tools that promote infill- and transit-oriented development (TOD)		
Action No.	Action	Target Area
L-1.1	Implement zoning that promotes greater density	
L-1.2	Implement housing programs or building codes to support low- and middle-income households, including mixed use development in proximity to essential services and transit	
L-1.3	Encourage development along transit corridors and site new community facilities near major transit routes and pedestrians and bike paths	
L-1.4	Explore overlays or voluntary zones that encourage renewable energy development, low-/zero-emission vehicles, and other low-emission developments	
L-1.5	Identify spaces for dedicated green space and tree canopy cover to promote climate resilience and carbon sequestration	
L-1.6	Encourage development in unused downtown buildings for residential and office units	
L-1.7	Foster development of services near population centers across Ellensburg	

3.7 Implementing the Sustainability and Energy Plan

Ellensburg recognizes that ownership, accountability, coordination, and stakeholder collaboration are critical to the successful implementation of this *Sustainability and Energy Plan*. To execute the decarbonization and sustainability strategies in this roadmap, the City will leverage its internal staff and resources where possible to begin prioritizing which actions will be



taken first, based on a broad set of criteria that will be further refined and applied after the *SEP* is adopted. As priority actions are identified, the City will take advantage of external funding from federal and state grants to cost-effectively implement the *SEP*.

New systems, processes, partnerships will be needed to implement the *SEP*. Ellensburg intends to develop and deploy the infrastructure needed to monitor, evaluate, and report on its progress toward implementing this *SEP*. This includes deploying the City's Environmental Commission and/or other boards and commissions to advise on and oversee the prioritization of strategies, community engagement, monitoring, evaluation and reporting.

Strategy Prioritization

Since all strategies listed can neither be implemented immediately nor simultaneously, Ellensburg will begin the implementation process with a strategy prioritization exercise that considers the following:

Cost-benefit impacts and funding availability

With appropriate oversight, Ellensburg will evaluate each action's implementation cost and benefits and prioritize those that come at the lowest cost to the City and Ellensburg residents. Actions that can be implemented using external funding sources will also be prioritized.

Funding and staff resources

The City will look to external stakeholders at the city, state and federal level to advance initiatives and take advantage of external funding to implement the *SEP*. Ellensburg will also consider each action in the context of staff or department(s) that will be tasked with implementing it and determine if execution is feasible. To implement the

plan, Ellensburg will activate staffing, program development, grant procurement and policy support resources (as approved through the City's budget process).

Emissions impact, equity and co-benefits

Ellensburg will also evaluate actions for implementation with specific consideration for emissions reduction, community equity and potential co-benefits (e.g., improved air pollution, reduced resource use, climate resilience).

Drawing from these criteria, the City will develop and refine a prioritization matrix that will measure the costs and savings tied to each action against their anticipated impacts. The matrix will be used to prioritize actions and adjust them as needed to maximize impact and minimize costs.

Oversight and Advisory

Once the *SEP* is formally adopted, Ellensburg will work with its Environmental Commission and other city boards to either assign oversight of *SEP* implementation to a specific commission or establish a separate group for the same purpose. The designated group will not only be responsible for overseeing implementation, but providing timely and routine guidance on the prioritization, evaluation and execution of strategies and actions.

Monitoring, Evaluation and Reporting

Finally, to ensure that the goals and strategies laid out in this *SEP* are achieved, the City of Ellensburg will produce GHG emissions inventories on a biennial basis to track progress on its decarbonization efforts, and report on its progress through public, accessible reports.

4 CONCLUSION



The City of Ellensburg's mission is to provide Ellensburg citizens with services in the most efficient and effective manner possible, and one of the City's core values is stewardship of the environment and quality of life in Ellensburg. This *Sustainability and Energy Plan* is the City's latest step to meet that mission and stay true to its values. Tackling climate change through emissions reduction and grid decarbonization, using transportation and land use tools to expand and improve the means through which Ellensburg residents interact with and move about the city and ongoing conservation of water and other natural resources are all essential to improving the quality of life of Ellensburg residents and keeping them connected to essential services.

Climate change is an existential threat, and the City recognizes and affirms that the state of Washington has put critical regulations in place to decarbonize buildings, transportation and other infrastructure. This *SEP* serves as a strategic framework, in supplement to other existing and forthcoming planning efforts, to comply with those regulations and meet the climate and sustainability targets set at the state level. And it is the City's intent to execute this Plan in collaboration with internal and external stakeholders, as well as community members, to ensure that it is implemented in a cost-effective, efficient and equitable manner.

Finally, this *SEP* is an appeal to City employees, Ellensburg businesses and institutions, residents and visitors to continue doing their part to reduce their carbon and resource footprints. It is the City's earnest belief that, even in the face of climate change, a better future for Ellensburg residents is achievable – especially when pursued together, with diligence and compassion.

5 APPENDICES



APPENDIX A: GLOSSARY OF TERMS AND ACRONYMS

A.1 Glossary of Terms

- **Adaptation:** Adjustment or preparation of natural or human systems to a new or changing environment which moderates harm or exploits beneficial opportunities.⁹
- **Anthropogenic GHG emissions:** Made by people or resulting from human activities. Usually used in the context of emissions that are produced as a result of human activities.⁹
- **Business-as-usual scenario:** A projection of future environmental and social conditions based on the assumption that current trends and practices will continue without significant change.
- **Carbon dioxide equivalent:** A metric measure used to compare the emissions from various greenhouse gases based upon their global warming potential. Carbon dioxide equivalents are commonly expressed as “million metric tons of carbon dioxide equivalents (MMTCO₂Eq).” The carbon dioxide equivalent for a gas is derived by multiplying the tons of the gas by the associated global warming potential. $MMTCO_2Eq = (\text{million metric tons of a gas}) * (\text{global warming potential of the gas})$.⁹
- **Carbon neutrality:** The state in which an organization has a net-zero carbon footprint, meaning that their overall greenhouse gas emissions are balanced by removing an equivalent amount of carbon dioxide from the atmosphere, or by offsetting emissions through investments in renewable energy or other carbon-reducing projects.
- **Climate change:** Climate change refers to any significant change in the measures of climate lasting for an extended period of time. In other words, climate change includes major changes in temperature, precipitation, or wind patterns, among others, that occur over several decades or longer.⁹
- **Climate hazards:** Risks posed to human societies, ecosystems, and economies by extreme weather events and other environmental changes resulting from global climate change.

⁹ United States Environmental Protection Agency. 2013.

<https://sor.epa.gov/sor_internet/registry/termreg/searchandretrieve/glossariesandkeywordlists/search.do>.

- **Greenhouse gas (GHG):** Any gas that absorbs infrared radiation in the atmosphere. Greenhouse gases include, carbon dioxide, methane, nitrous oxide, ozone, chlorofluorocarbons, hydrochlorofluorocarbons, hydrofluorocarbons, perfluorocarbons, sulfur hexafluoride.⁹
- **Mode shift:** A change in the way people travel between different modes of transportation, such as from driving a car to using public transit, biking, or walking. It typically involves a shift from single-occupancy vehicles, which are associated with traffic congestion, air pollution, and greenhouse gas emissions, towards more sustainable and efficient modes of transportation.
- **Scope 1 emissions:** Direct greenhouse gas emissions that occur from sources that are controlled or owned by an organization (e.g., emissions associated with fuel combustion in boilers, furnaces, vehicles, etc.).

Scope 2 emissions: Indirect greenhouse gas emissions associated with the purchase of electricity, steam, heat, or cooling. Although Scope 2 emissions physically occur at the facility where they are generated, they are accounted for in an organization's GHG inventory because they are the result of the organization's energy use.

- **Scope 3 emissions:** Indirect emissions from activities or assets not owned or controlled by the reporting organization, but that the organization indirectly affects in its value chain. Scope 3 emissions include all sources not within an organization's scope 1 and 2 boundary. The scope 3 emissions for one organization are the scope 1 and 2 emissions of another organization.
- **Vehicle miles traveled:** A measure of the total distance traveled by all vehicles within a given geographic area or period of time.⁹

A.2 Acronyms

- **ADA**: Americans with Disabilities Act
- **BAP**: Business as Planned
- **BAU**: Business as Usual
- **BPA**: Bonneville Power Administration
- **CBPS**: Clean Building Performance Standard
- **CBR**: Conservation Voltage Regulation
- **CCA**: Climate Commitment Act
- **CETA**: Clean Energy Transformation Act
- **CH₄**: Methane
- **CNG**: Compressed Natural Gas
- **CO₂**: Carbon Dioxide
- **DER**: Distributed Energy Resources
- **DVR**: Demand Voltage Regulation
- **EPA**: Environmental Protection Agency
- **EV**: Electric Vehicle
- **GHG**: Greenhouse Gas
- **HVAC**: Heating, Ventilation, and Air Conditioning
- **IPCC**: Intergovernmental Panel on Climate Change
- **IRA**: Inflation Reduction Act
- **kW**: Kilowatt
- **LAB**: League of American Bicyclists
- **LEED**: Leadership in Energy and Environmental Design
- **MTCO_{2e}**: Metric Tons of Carbon Dioxide Equivalent
- **MW**: Megawatt
- **N₂O**: Nitrous Oxide
- **REC**: Renewable Energy Credit
- **RNG**: Renewable Compressed Natural Gas
- **TOD**: Transit-Oriented Development
- **VMT**: Vehicle Miles Traveled
- **ZEV**: Zero-Emission Vehicle

APPENDIX B: EMISSIONS INVENTORY AND FORECASTING METHODOLOGY

B.1 Background

This Appendix section documents the baseline Greenhouse Gas (GHG) emission inventory and future forecasting data source, methodologies, key assumptions, selected calculation tools, emission factors, and improvement opportunities for the City of Ellensburg.

The City's GHG emissions were tracked and quantified in two separate inventories:

1) Municipal (city operations) GHG inventory

2) Community level GHG inventory

According to the United States Environmental Protection Agency (EPA) and GHG Protocol, GHG emissions are typically categorized into 3 scopes.

Scope 1 emissions are direct greenhouse (GHG) emissions that occur from sources that are controlled or owned by an organization (e.g., emissions associated with fuel combustion in boilers, furnaces, vehicles).

Scope 2 emissions are indirect GHG emissions associated with the purchase of electricity, steam, heat, or cooling. Although scope 2 emissions physically occur at the facility where they are generated, they are accounted for in an organization's GHG inventory because they are a result of the organization's energy use.¹⁰

Scope 3 emissions are the result of activities from assets not owned or controlled by the reporting organization, but that the organization indirectly affects in its value chain. Scope 3 emissions include all sources not within an organization's scope 1 and 2 boundary. The scope 3 emissions for one organization are the scope 1 and 2 emissions of another organization¹¹.

The baseline GHG inventory for the City of Ellensburg covers Scope 1 and Scope 2 emissions only. The selected baseline timeframe is the 12 months from November 2021 – December 2022.

B.2 GHG Calculation Tool

The U.S. EPA's Local Greenhouse Gas Inventory Tool was used to calculate the City of Ellensburg's baseline GHG emissions. This free, open-source tool was developed to help communities across the United States evaluate the greenhouse gas emissions from their entire

¹⁰ US EPA, [Scope 1 and Scope 2 Inventory Guidance](#)

¹¹ US EPA, [Scope 3 Inventory Guidance](#)

community and for local government operations in particular. There are two modules available in this tool: **1). Government Operations Module** and **2). Community Module**. Each module provides a customizable excel based workbook covering all typical emission sources. The Government Operations Module was used for the City of Ellensburg's municipal operation emission calculation. The Community Module was used for the community emission calculation.

B.3 GHG Inventory Data Sources

This section provides detail on the data sources utilized to develop the City's baseline GHG inventory, including any assumptions and estimations.

Municipal GHG Inventory

Primary Data

1) Stationary Energy and Purchased Electricity Consumption:

- a. Utility consumption data for both electricity and natural gas consumption at the City department level.

2) Mobile Fuel Consumption:

- a. Vehicle level fuel consumption data from Central Transit vehicles.
- b. Vehicle level fuel consumption data from municipal/city owned vehicles.

3) Wastewater treatment data:

- a. System Biochemical Oxygen Demand (BOD₅) input (kg BOD₅/day).
- b. Percentage of BOD₅ removed in primary treatment.
- c. Average Total Nitrogen Discharged (kg N/day).
- d. Percentage of CH₄ in biogas - using EPA default value of 35%.
- e. Digester Biogas Produced Daily (ft³/day).

Estimated Data

The annual vehicle miles traveled (VMT) for Central Transit and municipal owned vehicles were estimated using the actual fuel consumption per vehicle and the average mile per gallon fuel economy estimate for each vehicle class, as provided by EPA in the "**Mobile-Entry**" tab in the **Government Operations Module** workbook. Annual VMT is a necessary data point for calculating the CH₄ and N₂O emissions associated with vehicle fuel consumption.

Community GHG Inventory

Primary Data

1) Stationary Energy Consumption:

- a. Utility consumption data for both electricity and natural gas consumption at the sector level – residential, commercial, industrial.

Estimated Data

- 1) **Community Vehicle Miles Traveled (VMT) Data:** Community daily VMT data was provided by Fehr & Peers. Cumming obtained the VMT mode split % data for Kittitas County from [Washington State DOT](#) and then calculated the annual VMT for each travel/vehicle mode by breaking down the total VMT data by multiplying the mode split % from [Washington State DOT](#). Please see the detailed VMT Estimation Methodology under Estimation Methodologies section.

B.4 GHG Inventory Assumptions

Municipal GHG Inventory

- Emissions from municipal employee commuting is being excluded for now due to the data availability and scope boundaries.
- Please see additional assumptions made by the EPA in the calculation process for wastewater in the wastewater section in the **Government Operations Module**.

B.5 Emission Factors

- Emission factors from EPA were applied for the stationary energy related emission calculation.
- The location-based emission factor from EPA eGRID (2020) for NWPP eGRID subregion was applied in the location-based electricity emission calculation.
- The City of Ellensburg utility supplier specific emission factor was applied in the market-based electricity emission calculation.
- **Supplier Specific Emission Factor:**
- No **CO₂, CH₄, and N₂O emission factors were separately** available; in order to fill out the EPA Calculation tool, Cumming estimated the emission factors based on the CO₂e factor in [Fuel Mix Disclosure page from Washington State Department of Commerce](#) and the EPA eGRID factors for CO₂, CH₄, N₂O for NWPP eGRID subregion.

B.6 Data Aggregation and Quality Assurance

To ensure the data quality and accuracy, a data quality assurance/quality control (QA/QC) and aggregation process was performed before the data was uploaded to the EPA GHG calculation tools for both the municipal and community GHG inventories. The data quality assurance criteria include, but are not limited to a year-by-year data comparison, unit of measure check, data boundary check, reporting data timeframe check, etc.

Cumming's data consolidation process includes the following steps:

- 1) Extract data from source files to Excel format if the raw data is not in Excel format.
- 2) Validate correct understanding of data units, source, boundaries, use, completeness, etc.
- 3) Aggregate monthly/daily data in Excel to produce an annual total aligning with the selected baseline period.
- 4) QA/QC of aggregated data values to confirm accuracy and completeness.

Following completion of the aggregated raw data totals, Cumming customized the EPA tools to match the scope of the City's inventory and completed the following steps to produce the City's draft inventory:

- 5) Customize the EPA tools by populating set-up tabs in accordance with the raw data and inventory scope, and to incorporate custom emission factors.
- 6) Populate the EPA tool with all raw data and produce draft inventory totals.
- 7) Conduct independent QA/QC of results to confirm accuracy of data inputs, categorization, calculations, etc.

B.7 GHG Inventory Improvement Opportunities

Cumming identified the following opportunities to improve the data quality, availability, and/or methodologies used to develop the City's GHG inventory. These opportunities should be considered during future reporting cycles.

Municipal GHG Inventory

- Track the annual VMT of municipal fleet vehicles.
- Track the fuel consumptions from other fuel types, like diesel, propane, etc. consumed by the municipal government owned facilities, generators, and equipment.
- Collect employee commuting data (commuting distance, method, etc.) and start tracking the emissions from the employee commuting process.

Community GHG Inventory

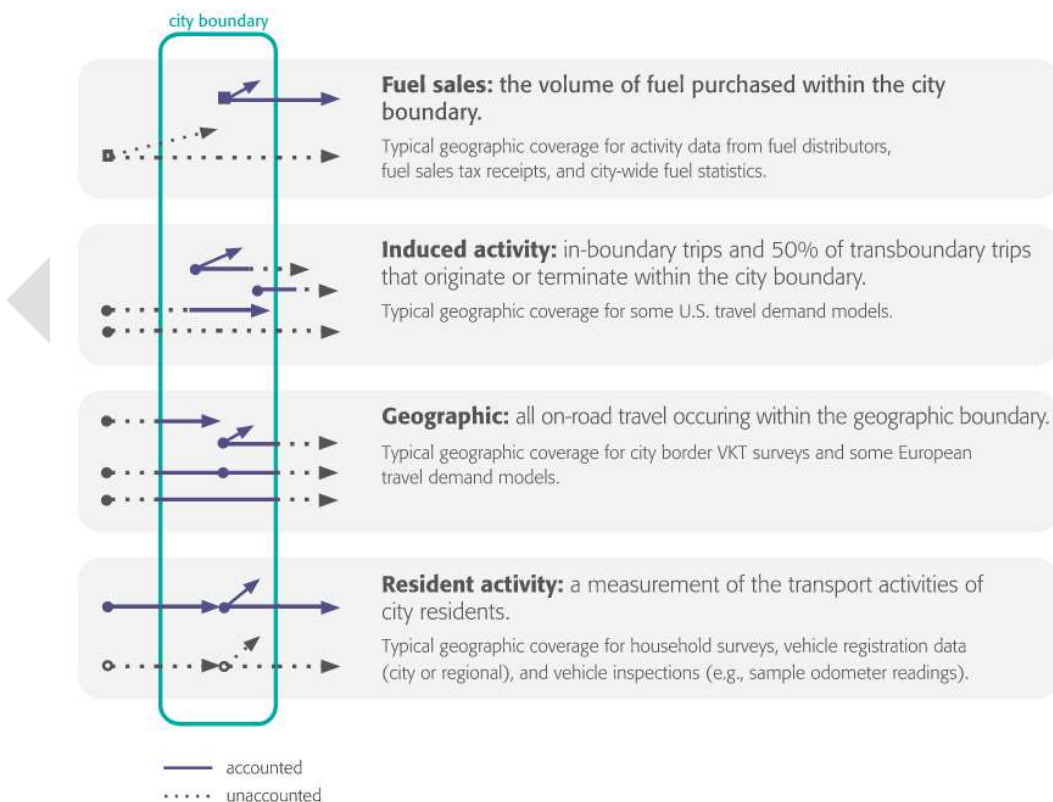
- Conduct a city-based VMT and road count study to confirm and fine tune annual community VMT.
- Develop a methodology for estimating the fuel consumption for other fuel types, like diesel, propane, etc. consumed in the community.
- Evaluate and identify any other sources of scope 1 and 2 emissions within the community.

B.8 VMT Accounting Methodologies

GHG Protocol methodology was applied in the GHG accounting process. Specifically, for the transportation related emission in community GHG inventory, geographic based method was referenced to account for the daily VMT data. Please see below the graph from GHG Protocol - Global Protocol for Community-Scale Greenhouse Gas Inventories¹².

Figure B-1. An Accounting and Reporting Standard for Cities, Version 1.1

Figure 7.3 Methodology system boundaries



¹² [GHG Protocol - Global Protocol for Community-Scale Greenhouse Gas Inventories.](#)

B.9 GHG Inventory Estimation Methodologies

VMT Estimation Methodologies

Cumming used the share of different vehicle types on the road to estimate VMT by mode. To simplify the estimation, Cumming assumed that each mode travels an equally relative proportion of miles. The estimation process is as follows:

- 1) Fehr & Peers provided an estimated daily VMT value for City of Ellensburg: 633,000
- 2) Cumming calculated the annual VMT data: $633,000 \times 365 = 231,045,000$
- 3) Cumming obtained the daily VMT mode split % data for Kittitas County from [Washington State DOT](#)

Table B-1. 2021 Travel Activity by Vehicle Type and Functional Class

2021 TRAVEL ACTIVITY BY VEHICLE TYPE AND FUNCTIONAL CLASS							
for Washington State as reported in the FHWA Highway Performance Monitoring System							
PERCENT OF TRAVEL							
FUNCTIONAL CLASS	PERCENT MOTORCYCLES	PERCENT CARS	PERCENT PICK UP TRUCKS	PERCENT BUSES	PERCENT SINGLE UNIT TRUCKS	PERCENT COMBINATION TRUCKS	PERCENT TOTAL VEHICLES
Rural Interstate	0.15	51.56	28.82	0.31	3.90	15.26	100
Rural Other Arterial	0.25	50.28	35.89	0.27	5.49	7.82	100
Other Rural	0.27	51.74	37.05	0.30	5.70	4.94	100
Urban Interstate	0.14	62.07	28.73	0.25	3.07	5.74	100
Urban Other Arterial	0.21	61.34	31.96	0.21	3.56	2.72	100
Other Urban	0.24	57.57	34.44	0.26	4.53	2.96	100
Statewide	0.19	57.89	31.26	0.25	3.85	6.56	100
	0.19%	57.89%	31.26%	0.25%	3.85%	6.56%	100.00%

Source: [Washington State DOT](#)

Table B-2. Vehicle Miles Traveled Mode Split Percentage

Vehicle or vehicle group description	VMT % Split
Residential Vehicles-MOTORCYCLES	0.19%
Residential Vehicles-PASSENGER CARS	57.89%
Residential Vehicles-PICK UP TRUCKS	31.26%
Commercial/Institutional Vehicles-Buses	0.25%
Commercial/Institutional Vehicles-SINGLE UNIT TRUCKS	3.85%
Commercial/Institutional Vehicles-COMBINATION TRUCKS	6.56%

- 4) Cumming broke down the VMT data based on the percentage share information from Washington DOT as described in bullet #3 above and excluded 6% of EV related VMT provided by Lighthouse Energy Consulting.

Table B-3. VMT by Mode and Sector

Vehicle or vehicle group description	VMT (Minus EV VMT of 6%)
Residential Vehicles-MOTORCYCLES	412,646
Residential Vehicles-PASSENGER CARS	125,726,833
Residential Vehicles-PICK UP TRUCKS	67,891,187
Commercial/Institutional Vehicles-Buses	542,956
Commercial/Institutional Vehicles-SINGLE UNIT TRUCKS	8,361,519
Commercial/Institutional Vehicles-COMBINATION TRUCKS	14,247,159

Other Estimation Methodologies

Other default estimation methodologies applied in the EPA GHG tools can be found in the "**Introduction**" and "**Read Me**" tabs in the calculation files.

B.10 GHG Emission Forecasting Methodology

Ellensburg's emission forecasting model for both municipal GHG and community GHG inventory was created using an excel based emission scenario and forecasting tool.

Forecast Scenarios

Both business as usual (BAU) and business as planned (BAP) scenarios were modeled. Relevant assumptions were made and documented for each scenario based on best available public sources.

Definitions:

Business as Usual (BAU): The normal execution of currently existing functional operations within the organization. GHG emissions under the BAU scenario will be impacted by external factors outside Ellensburg's control, such as California grid cleaning impact due to state level carbon neutrality target by 2045, population growth, etc.

Business as Planned (BAP): The execution of planned activities, including future functional operations, within the organization. GHG emissions under the BAP scenario will be impacted

by the Ellensburg's own projects, such as ZEV transition plan, Washington state level energy and low carbon vehicle policy, and facility retrofitting, etc.

Source Data

The emission forecasting model for both municipal GHG inventory and community GHG inventory is based on the Scope 1, 2, 3 emissions' data for baseline year (2022) calculated in the Ellensburg Municipal GHG Emission Baseline Inventory tool and Community GHG Emission Baseline Inventory tool respectively as introduced in the GHG Calculation Tool section.

Assumptions

Municipal GHG Inventory Forecasting

Assumption for BAU Scenario:

1. Local electricity grid cleaning impact: Carbon-neutral electricity supply by 2030; entirely eliminate fossil fuels from electricity generation by 2045.¹³
2. Population Growth Forecast for Ellensburg: Ellensburg Comprehensive Plan forecasts Ellensburg population to be 32,540 by 2037.¹⁴ Calculated the population data for each year from 2022 to 2037 by assuming it's linear growth.

Assumption for BAP Scenario:

1. The Clean Fuel Standard law requires fuel suppliers to gradually reduce the carbon intensity of transportation fuels to 20% below 2017 levels by 2034.¹⁵
2. USDOT Announces New Vehicle Fuel Economy Standards for Model Year 2024-2026: The new standards will increase fuel efficiency 8% annually for model years 2024-2025 and 10% annually for model year 2026. They will also increase the estimated fleetwide average by nearly 10 miles per gallon for model year 2026, relative to model year 2021. Increasing vehicle efficiency and reducing fuel use will save American families and consumers money at the pump. Americans purchasing new vehicles in 2026 will get 33% more miles per gallon as compared to 2021 vehicles. This means new car drivers in 2026 will only have to fill up their tanks three times as compared to every four times that new car drivers today do for the same trips.¹⁶
3. State of Washington Plan for transition to zero-emission vehicles: Washington Department of Ecology updated its Clean Vehicles Program to require that all new, light-duty vehicles sold in Washington meet zero-emission vehicle (ZEV) standards by 2035.¹⁷

¹³ [Washington Clean Energy Transformation Act standards](#)

¹⁴ [Ellensburg Comprehensive Plan](#)

¹⁵ [WA Clean Fuel Standard](#)

¹⁶ [USDOT Announces New Vehicle Fuel Economy Standards for Model Year 2024-2026](#)

¹⁷ State of Washington, [Washington adopts plan for transition to zero-emission vehicles](#)

4. List of WA State Mandated Actions for stationary emissions: The emissions cap is set at 93% of 2015-2019 emissions, and then reduces by 7% each year through 2030, with smaller reductions from 2031-2049.
5. Assume 10% Gas Cars/Internal combustion engines (ICE) remaining in 2050;
6. Assume EV use phase emission would become zero starting from 2030 due to the zero-emission intensity from the grid.
7. Ignore the potential surge of electricity emissions between 2022 and 2030 due to EV transition and non-zero grid emission intensity due to the extreme low grid electricity emission factor in Ellensburg and relatively low EV penetration rate during this period.
8. EV penetration forecast data provided by Ted (2021-2045).

Community GHG Inventory Forecasting

The same assumptions from Municipal GHG inventory also apply to community GHG inventory. In addition, a refrigerated warehouse is planned to come online in 2023, consuming 33,000 MWh of electricity per year. This was modeled under the BAP scenario for community GHG inventory.

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Figure E-5. Community-wide Emissions 2050 Forecast

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Figure 3-1. How to Read this Roadmap

Figure B-1: An Accounting and Reporting Standard for Cities, Version 1.1

APPENDIX D: CONSERVATION POTENTIAL ASSESSMENT RESULTS



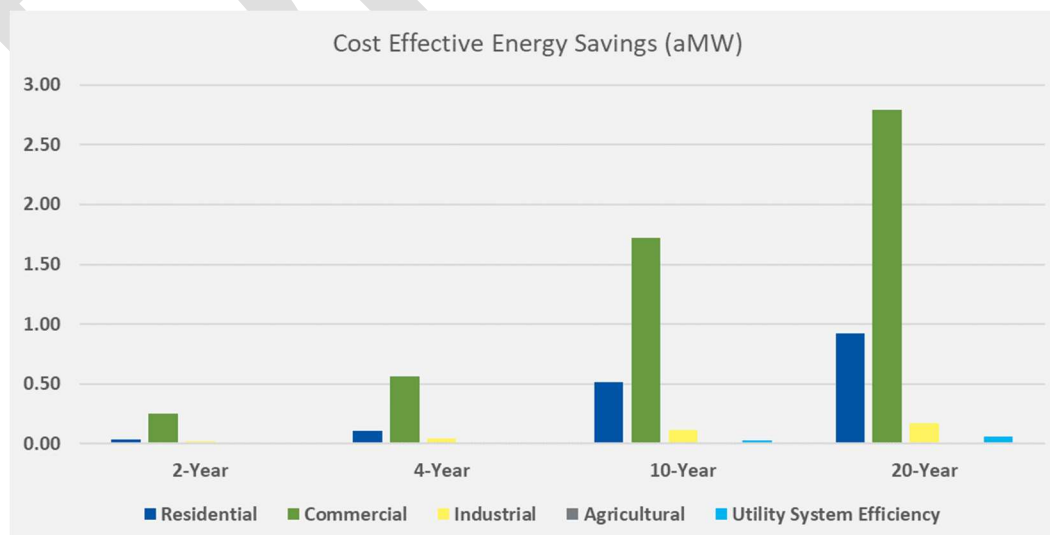
TO: Buddy Stanavich, City of Ellensburg
 FROM: Ted Light, Lighthouse Energy Consulting
 SUBJECT: Utility Potential Calculator Results
 DATE: March 8, 2023

This memo documents the inputs and results of the Conservation Potential Assessment performed by Lighthouse Energy Consulting (Lighthouse) for the City of Ellensburg (City) using the Utility Potential Calculator developed by the Bonneville Power Administration. This assessment can be used as part of the City's updated Clean Energy Implementation Plan (CEIP) required by Washington's Clean Energy Transformation Act (CETA).

The memo discussed the high-level results and then discusses the inputs and results of each sector subsequently. The breakdown of savings potential by sector and timespan are detailed in the table below.

Overall Results

The analysis identified 0.72 aMW of cost-effective energy efficiency potential over the four-year period covering 2022-2025. Consistent with the City's loads, most of the savings potential was in the commercial sector.



Cost Effective Energy Savings by Sector (aMW)				
Sector	2-Year	4-Year	10-Year	20-Year
Residential	0.04	0.11	0.51	0.92
Commercial	0.25	0.56	1.72	2.79
Industrial	0.02	0.04	0.11	0.17
Agricultural	0.00	0.00	0.00	0.00
Utility System Efficiency	0.00	0.00	0.03	0.06
Total	0.31	0.72	2.37	3.95

The calculator was set to use the measures identified as cost effective by the Northwest Power and Conservation Council's 2021 Power Plan. While reducing the number of measures that are cost effective, this setting ensures compliance with the CETA requirement to use values for the social cost of carbon, as the Council used those values in the 2021 Power Plan.

The 4-year potential amount identified in this assessment is a slight increase above the 0.69 aMW identified in the City's initial CEIP. To achieve this new amount, the City would need to achieve an average of 0.18 aMW per year over the 2022-2025 timeframe. According to the Regional Technical Forum's Regional Conservation Progress Report, over the 2018-2021 timer period, the City achieved an average of 0.10 aMW. In addition to these savings, the City can also count the results of market transformation from the Northwest Energy Efficiency Alliance (NEEA). In 2021, NEEA's work contributed approximately 0.09 aMW of savings in the City's service territory. Based on the forecast for NEEA in BPA's draft Energy Efficiency Action Plan, the City might expect a similar amount of savings from NEEA that could be counted toward their CEIP over the 2022-2025 time period.

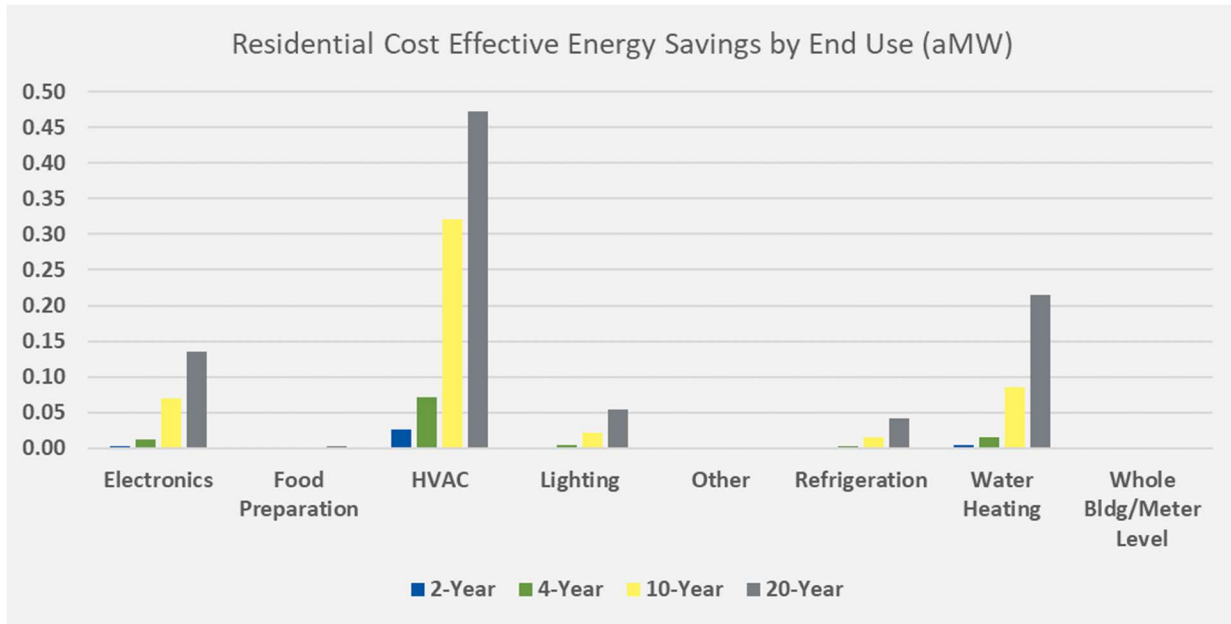
Sector Results

Lighthouse worked with the City to gather the necessary inputs for the Calculator and made several customizations to have the tool better reflect the City's customers. Each of these are discussed below.

Residential

In the residential sector, Lighthouse used data provided by the City to estimate the number of homes in the City's service territory. The Calculator's default values for HVAC system and appliance saturations were adjusted slightly to align with data from the American Community Survey for the City. In addition, Lighthouse removed the potential for showerheads and aerators, as these are covered by state product standards.

The resulting potential for the residential sector is shown below. Most of the potential is in the HVAC and water heating end uses.



Residential Cost Effective Energy Savings by End Use (aMW)				
End Use	2-Year	4-Year	10-Year	20-Year
Electronics	0.00	0.01	0.07	0.13
Food Preparation	0.00	0.00	0.00	0.00
HVAC	0.03	0.07	0.32	0.47
Lighting	0.00	0.00	0.02	0.05
Other	0.00	0.00	0.00	0.00
Refrigeration	0.00	0.00	0.02	0.04
Water Heating	0.00	0.02	0.09	0.21
Whole Bldg/Meter Level	0.00	0.00	0.00	0.00
Total	0.04	0.11	0.51	0.92

The top measures in the residential sector over the initial four-year period include smart thermostats, clothes washers, duct sealing, and clothes dryers. The top ten measures are shown in the table below.

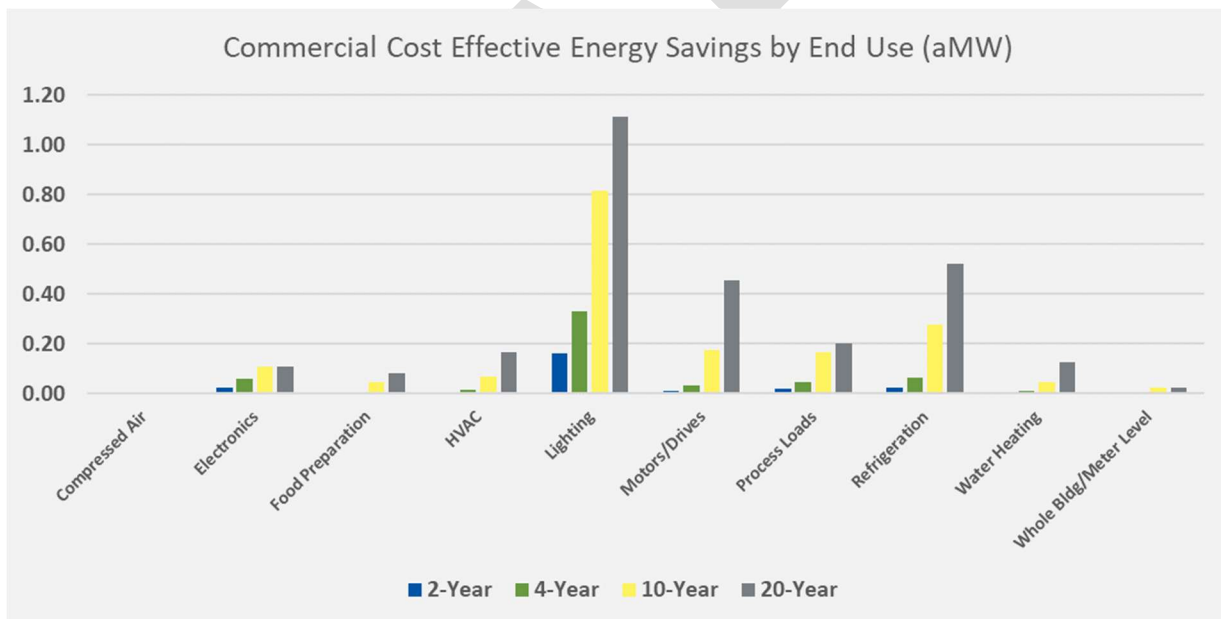
Measure Index Rank	Cost Effective Savings - aMW	Measure Category
1	0.062	Smart Thermostats
2	0.014	Clothes Washer
3	0.008	Duct Sealing
4	0.005	Clothes Dryer

5	0.005	UHD TV
6	0.004	Lighting
7	0.003	Refrigerator
8	0.002	Computer
9	0.002	TSRV
10	0.001	Weatherization

Commercial

In the commercial sector, Lighthouse used load data provided by the City for its largest load categories to estimate the floor area for those specific categories. The remaining load and floor area was distributed across the remaining commercial building types. This adjustment was done in order to reflect the distribution of building types in the City's service territory.

The potential by end use for the commercial sector is shown in the figure and table below. Most of the potential is in the lighting end use, with additional potential in the refrigeration and motors/drives end uses.



Commercial Cost Effective Energy Savings by End Use (aMW)				
End Use	2-Year	4-Year	10-Year	20-Year
Compressed Air	0.00	0.00	0.00	0.00
Electronics	0.02	0.06	0.11	0.11
Food Preparation	0.00	0.01	0.05	0.08
HVAC	0.01	0.02	0.07	0.17

Lighting	0.16	0.33	0.82	1.11
Motors/Drives	0.01	0.03	0.17	0.46
Process Loads	0.02	0.04	0.17	0.20
Refrigeration	0.02	0.06	0.28	0.52
Water Heating	0.00	0.01	0.05	0.12
Whole Bldg/Meter Level	0.00	0.00	0.02	0.02
Total	0.25	0.56	1.72	2.79

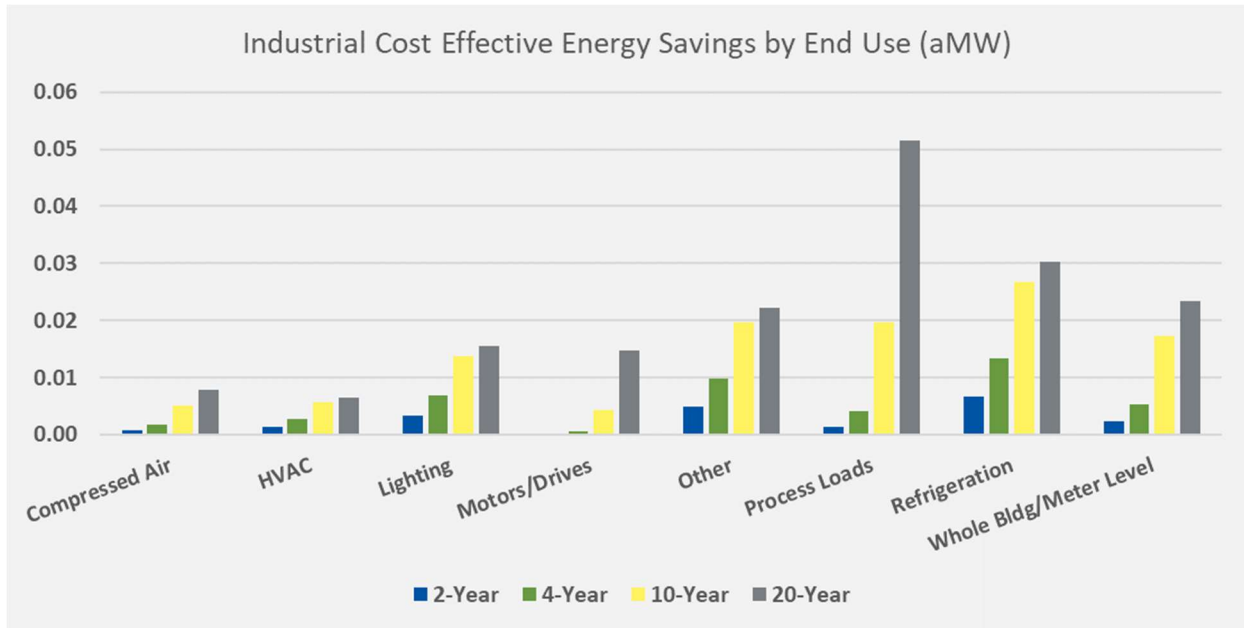
The top measures in the commercial sector over the initial four years are shown below and include lighting, commercial server and power supply equipment, and grocery refrigeration measures.

Measure Index Rank	Cost Effective Savings - aMW	Measure Category
1	0.24	Lighting
2	0.06	Servers and Power Supplies
3	0.06	Grocery Refrigeration Bundle
4	0.04	Block Heater
5	0.04	Exterior Building Lighting
6	0.04	Street and Roadway Lighting
7	0.02	Pumps
8	0.02	LEC Exit Sign
9	0.01	Fans
10	0.01	Cooking Equipment

Industrial

The City's industrial sector is comprised of one frozen food producer as well as facilities treating water and wastewater. Annual loads for these facilities were provided by the City. While the City also expects a new cold storage facility to begin operating in 2023, the load from this facility was excluded from the assessment. Since it is a brand-new facility, it will likely be built with energy efficient equipment. The City can revisit this decision when the facility is completed and operational.

The figure and table below detail the cost-effective energy savings potential for the industrial sector. The key end uses include process loads and refrigeration.



Industrial Cost Effective Energy Savings by End Use (aMW)				
End Use	2-Year	4-Year	10-Year	20-Year
Compressed Air	0.00	0.00	0.01	0.01
HVAC	0.00	0.00	0.01	0.01
Lighting	0.00	0.01	0.01	0.02
Motors/Drives	0.00	0.00	0.00	0.01
Other	0.00	0.01	0.02	0.02
Process Loads	0.00	0.00	0.02	0.05
Refrigeration	0.01	0.01	0.03	0.03
Whole Bldg/Meter Level	0.00	0.01	0.02	0.02
Total	0.02	0.04	0.11	0.17

The table below shows the top measure categories in the industrial sector over the initial four years.

Measure Index Rank	Cost Effective Savings - aMW	Measure Category
1	0.013	Refrigeration Retrofit
2	0.010	Water/Wastewater
3	0.007	Lighting
4	0.005	Energy Management

5	0.003	HVAC
6	0.002	Pumps
7	0.002	Compressed Air
8	0.002	Fans
9	0.001	Motors

Utility Distribution System

Energy savings in the utility distribution system is possible through conservation voltage reduction, where voltages are kept within acceptable but lower levels. The Calculator estimates the following potential for the City for this measure.

Utility System Cost Effective Energy Savings by Measure (aMW)				
End Use	2-Year	4-Year	10-Year	20-Year
Conservation Voltage Reduction	0.00	0.00	0.03	0.06
Total	0.00	0.00	0.03	0.06

APPENDIX E: DEMAND RESPONSE POTENTIAL ASSESSMENT



TO: Buddy Stanavich, City of Ellensburg
FROM: Ted Light, Lighthouse Energy Consulting
SUBJECT: Demand Response Potential Assessment Results
DATE: March 15, 2023

This memo documents the results of the Demand Response Potential Assessment performed by Lighthouse Energy Consulting (Lighthouse) for the City of Ellensburg (City). The assessment generally followed the methodology used by the Northwest Power and Conservation Council (Council) in the draft 2021 Power Plan and included many of the same demand response products. The products included are applicable to the residential, commercial, and industrial sectors, as well as the utility distribution system. The products impact both summer and winter seasons and utilize a range of strategies including direct load control, customer-initiated demand curtailment, and time-varying prices to effect reductions in peak demand.

Note that the potential from the utility distribution system included in this assessment would be achieved through demand voltage regulation (DVR), where voltage is regulated to be at lower but acceptable levels during periods of peak demands. The City does not currently have the ability to implement this practice, therefore the results should be interpreted as indicative of what would be possible if the City were to develop that capability.

The results of this assessment can be used as part of the City's updated Clean Energy Implementation Plan (CEIP) required by Washington's Clean Energy Transformation Act (CETA).

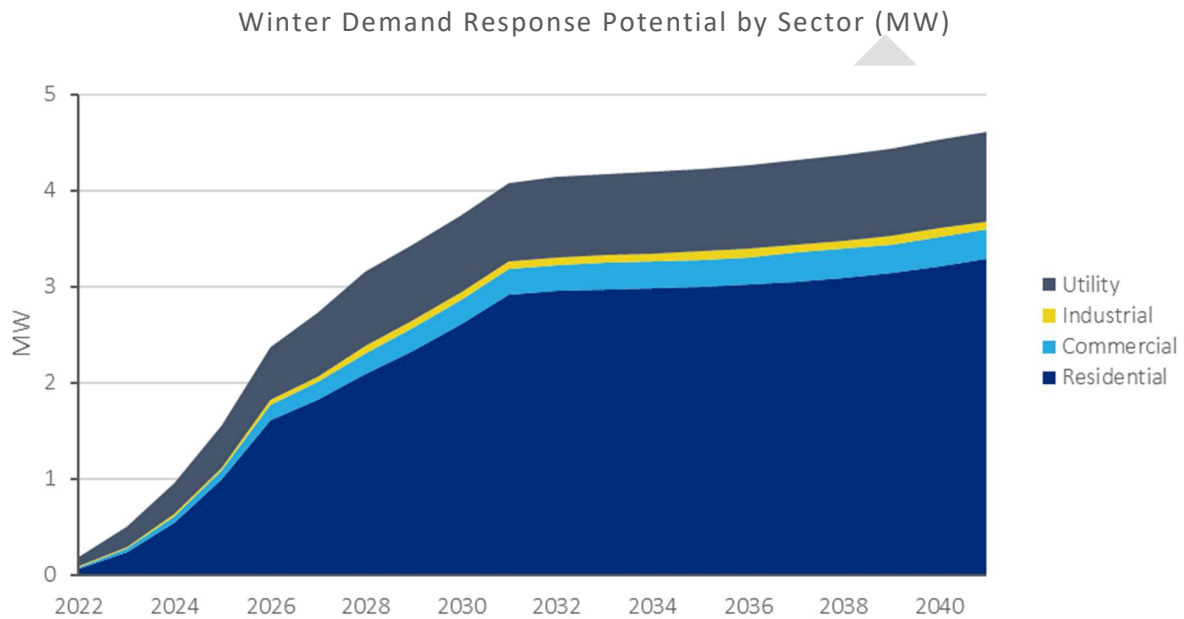
Results

This section documents the results of the DRPA. It begins with a discussion of the winter and summer achievable potential available to the City. The achievable potential is the potential that is available at any cost and has not been screened for cost-effectiveness. Subsequent sections cover the costs and results of the economic screening used to identify the cost-effective DR potential.

Winter Achievable Potential

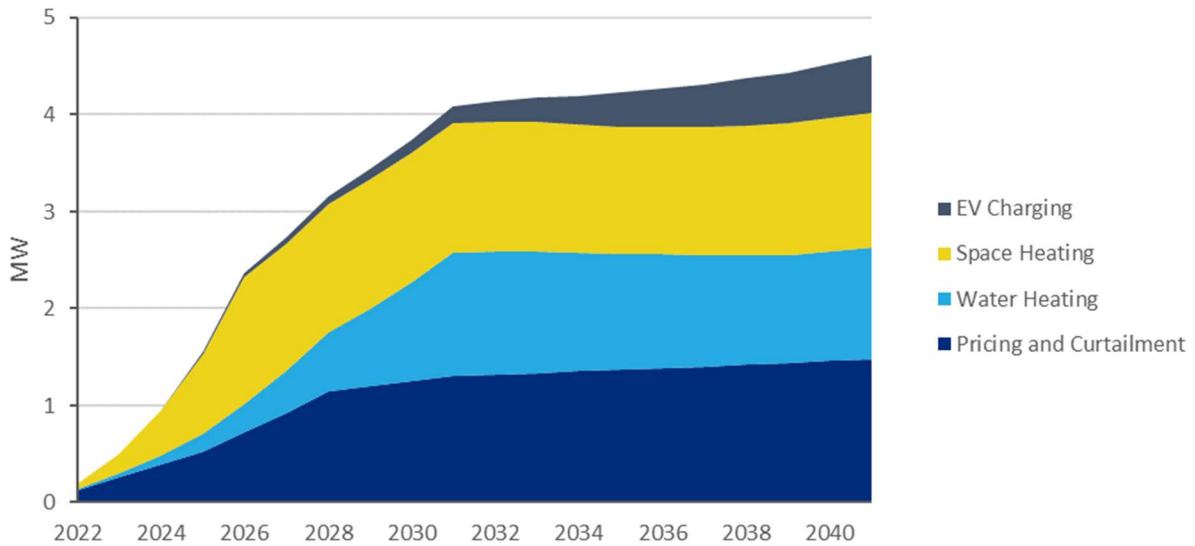
The estimated achievable winter DR potential is summarized by sector and year in the figure below. The total winter potential is 4.6 MW, which is approximately 9.6% of the City's estimated 2041 winter peak

demand. Most of the potential is in the residential sector, which totals 3.3 MW in the last year of the study period. The remaining potential is primarily in the utility distribution and commercial sectors. Limited potential is available from the City's industrial sector.



The figure below shows how the winter potential breaks down by end use. The potential is roughly equally divided between the space heating, water heating, and pricing and curtailment end uses, the last of which includes pricing and curtailment strategies that impact all end uses.

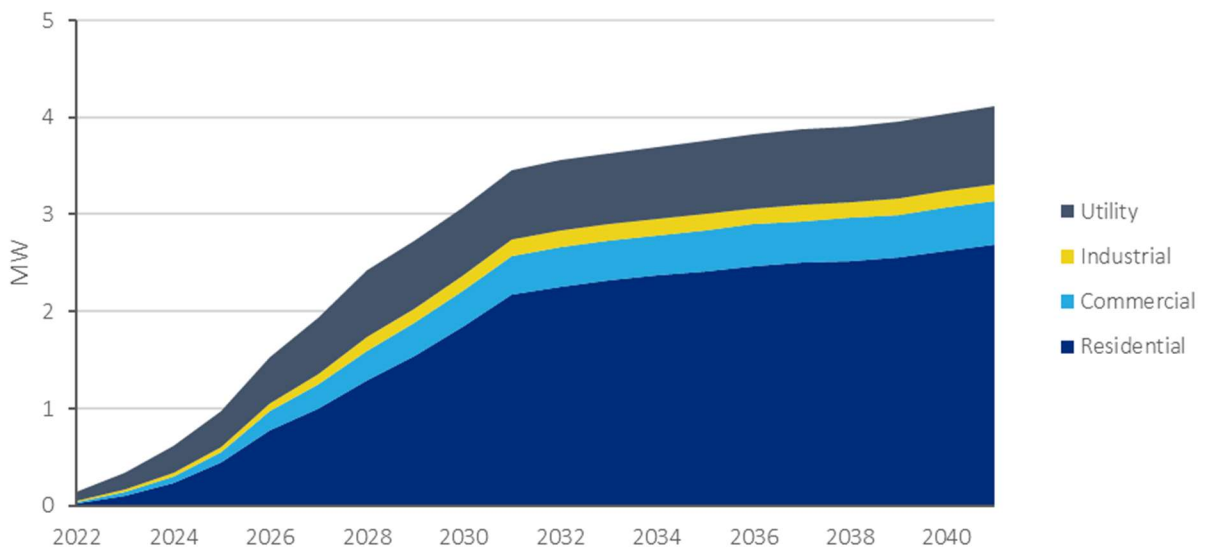
Winter Demand Response Potential by End Use (MW)



Summer Achievable Potential

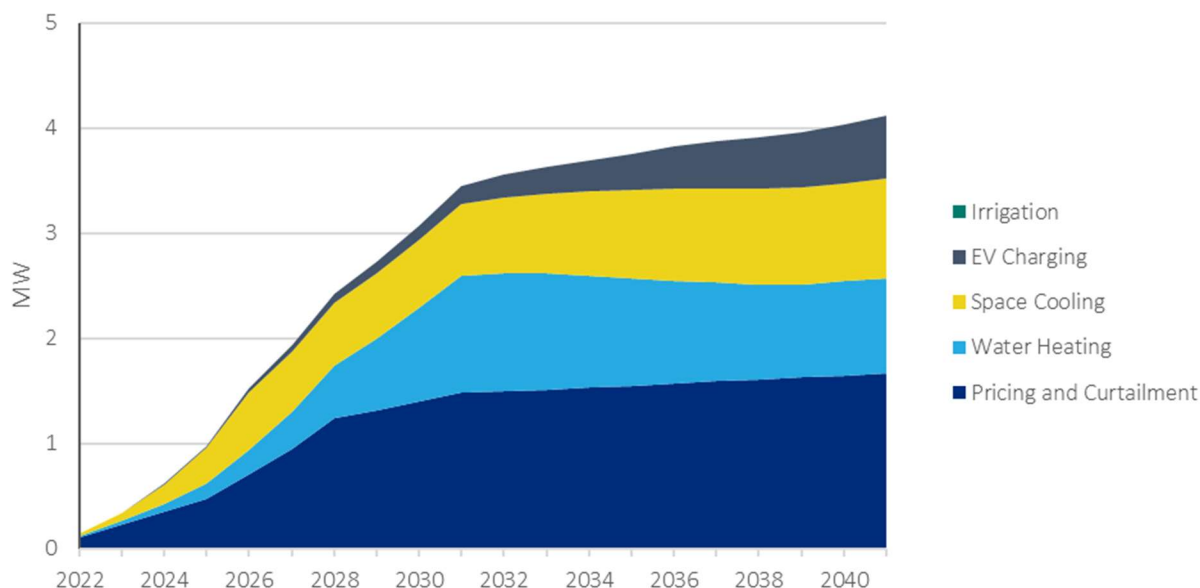
In the summer, the City has 4.1 MW of achievable demand response available. The figure below shows the annual achievable summer potential by sector. The distribution of summer potential across sectors is similar to the winter potential, with slightly more potential available in the commercial and industrial sectors due to higher air conditioning loads.

Summer Demand Response Potential by Sector (MW)



As shown below, space cooling makes up a large share of summer potential, along with the pricing and curtailment end use. The potential associated with EV charging grows over time due to the assumed adoption of electric vehicles due to the Advanced Clean Cars II rules recently adopted by Washington.

Summer Demand Response Potential by End Use (MW)

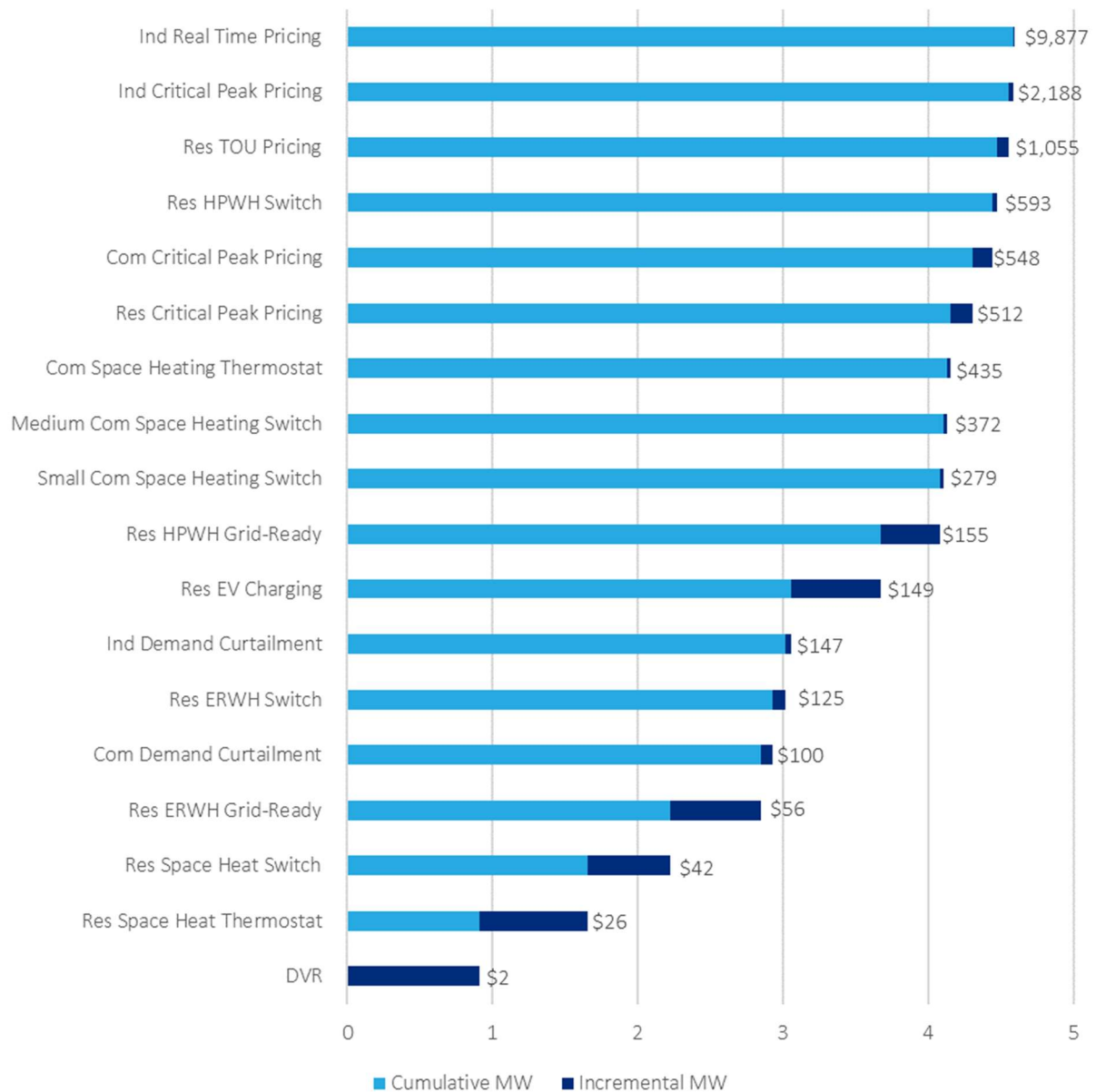


Costs

A supply curve detailing the quantity of capacity available and cost for each winter DR product is shown below. The products are ranked by levelized cost in \$/kW-year, with the lowest cost product at the bottom. As you move up the supply curve, the incremental DR potential for each product is shown in dark blue, with the cumulative potential from all previous products shown in light blue. The horizontal axis reflects the demand response capacity available and the value at the end of each bar shows the levelized cost of each product. The levelized cost calculations include the credits for deferred distribution system capacity costs.

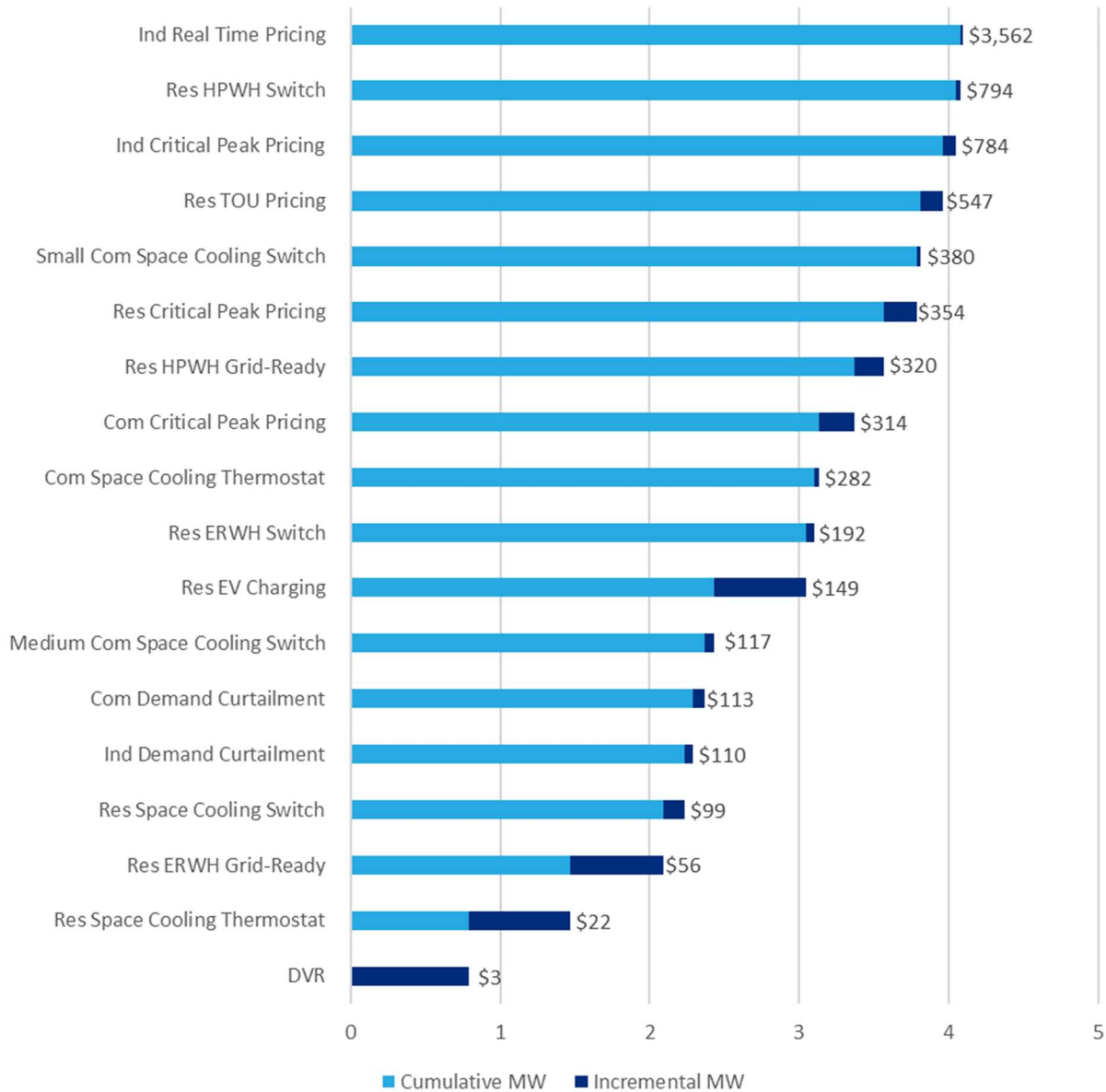
The figure shows that the individual products with the lowest costs include DVR, smart thermostats, and residential space heating switches. Demand response products associated with electric resistance and heat pump water heaters (ERWH and HPWH, respectively) as well as electric vehicles have higher amounts of potential, but at higher costs.

Supply Curve of Winter Demand Response Potential by Product (MW & \$/kW-year)



The supply curve for the summer DR products is shown below. The overall characteristics of the summer supply curve are similar to the winter supply curve discussed above. DVR and smart thermostats offer significant amounts of potential at low costs while water heaters and EV chargers offers additional potential at higher costs. Numerous other products offer smaller amounts of potential at a range of costs.

Supply Curve of Summer Demand Response Potential by Product (MW & \$/kW-year)



Cost Effectiveness

Lighthouse screened each demand response product for cost-effectiveness. The costs of each product were compared against the benefits provided, namely the reduction in capacity costs. In this case, the City's capacity costs come in the form of demand charges from the Bonneville Power Administration. For each product, Lighthouse estimated the number of months in which a product could result in reduced demand charges and applied the demand reductions in those months against the corresponding demand charges. The table below shows the result of the cost-effectiveness screening for each winter DR product. Products are ranked in descending order by benefit-cost ratio. A benefit-cost ratio greater than one means that the lifetime benefits exceed the lifetime costs. The 20-year potential for each product is also

shown. DVR was the only product identified as cost effective while residential smart thermostats scored just below the threshold to be considered cost-effective.

Winter Benefit-Cost Ratio and Potential (MW) by Product

Product Name	Benefit-Cost Ratio	Cumulative MW
DVR	3.0	0.9
Res Space Heat Thermostat	0.9	0.7
Res ERWH Grid-Ready	0.7	0.6
Res Space Heat Switch	0.7	0.6
Res ERWH Switch	0.3	0.1
Com Demand Curtailment	0.3	0.1
Res HPWH Grid-Ready	0.3	0.4
Ind Demand Curtailment	0.2	0.0
Res EV Charging	0.2	0.6
Small Com Space Heating Switch	0.1	0.0
Medium Com Space Heating Switch	0.1	0.0
Com Space Heating Thermostat	0.1	0.0
Res HPWH Switch	0.1	0.0
Res Critical Peak Pricing	0.1	0.2
Com Critical Peak Pricing	0.1	0.1
Res TOU Pricing	0.0	0.1
Ind Critical Peak Pricing	0.0	0.0
Ind Real Time Pricing	0.0	0.0

The equivalent results for the summer season are shown below. DVR was again identified as cost-effective while smart thermostats were marginally above the threshold for cost-effectiveness.

Product Name	Benefit-Cost Ratio	Cumulative MW
DVR	2.7	0.8
Res Space Cooling Thermostat	1.05	0.7
Res ERWH Grid-Ready	0.5	0.6
Res Space Cooling Switch	0.3	0.1
Ind Demand Curtailment	0.3	0.1
Com Demand Curtailment	0.3	0.1
Medium Com Space Cooling Switch	0.3	0.1
Res EV Charging	0.2	0.6
Res ERWH Switch	0.2	0.1
Com Space Cooling Thermostat	0.1	0.0
Com Critical Peak Pricing	0.1	0.2
Res HPWH Grid-Ready	0.1	0.2
Res Critical Peak Pricing	0.1	0.2
Small Com Space Cooling Switch	0.1	0.0
Res TOU Pricing	0.1	0.1
Ind Critical Peak Pricing	0.0	0.1
Res HPWH Switch	0.0	0.0

Summary

This memo summarizes the results of the Demand Response Potential Assessment conducted for the City. The products included and the methodology used were based on those used by the Council in the 2021 Power Plan, customized to the City's service territory. The assessment included products applicable to the winter and summer seasons across the residential, commercial, and industrial sectors, as well as the utility distribution system. The products cover a variety of strategies including direct load control, demand curtailment, and price-based strategies and target a variety of end uses.

Overall, the assessment quantified 4.6 MW of achievable winter demand response potential and 4.1 MW in the summer. Most of the potential identified is in the residential sector, which is consistent with the makeup of the City's customer base. Utility DVR and smart thermostats used to control residential space heating and cooling equipment were the products with the lowest costs and highest potential across both seasons. While DVR is not currently feasible on the City's system, it could be a cost-effective option should the City develop the capability to implement it in the future. Smart thermostats were just above and below the threshold for cost effectiveness in the summer and winter, respectively. Depending on the actual costs to implement a thermostat demand response program, it may or may not be cost effective.

Based on discussions with City staff, the City wishes to establish a target for demand response based on the smart thermostat program while continuing to evaluate the program for cost-effectiveness. Lighthouse estimates that the City could achieve approximately 0.07 MW of demand response potential over a four-year period and approximately 0.7 MW over a twenty-year period.

APPENDIX F: CLIMATE COMMITMENT ACT COMPLIANCE ANALYSIS



TO: Buddy Stanavich, City of Ellensburg
FROM: Ted Light, Lighthouse Energy Consulting
SUBJECT: Climate Commitment Act Compliance Analysis
DATE: August 14, 2023

Overview

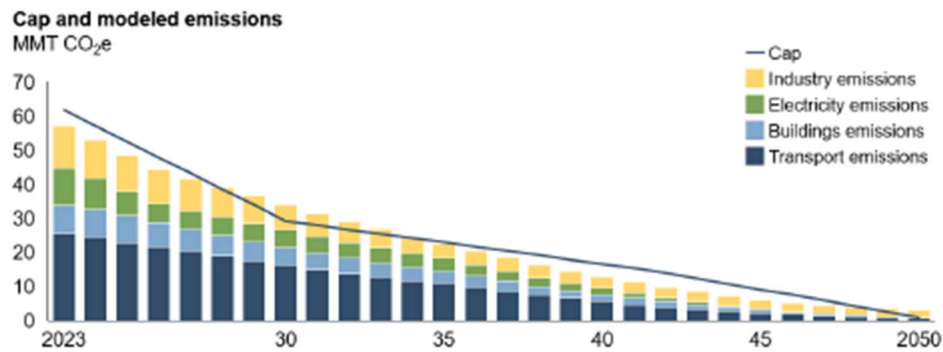
This memo describes the results of an analysis completed by Lighthouse Energy Consulting for the City of Ellensburg to examine the types of actions that the City would need to take in order to reduce emissions commensurate with the lowering cap on emissions implemented in Washington State's Climate Commitment Act (CCA). It also examines the resulting impact on the City's electric system.

The CCA is a cap and invest program that requires allowances for certain covered emissions. The number of available emissions is reduced over time, requiring covered entities to either reduce their emissions and/or purchase allowances to cover their emissions in an increasingly limited supply.

Figure 1 below shows the emissions cap over time and expected emissions under one scenario in an analysis conducted for the Washington Department of Ecology.¹⁸ The statewide cap on emissions decreases by 7% of the baseline each year from 2023 through 2030. In 2031 through 2042, the annual reductions in the emissions cap decreases to a reduction of 1.8% each year, before increasing to 2.6% in 2043.

¹⁸ *Washington State Climate Commitment Act: Summary of Market Modeling and Analysis of the Proposed Cap and Invest Program*. Vivid Economics for the Washington State Department of Ecology. June 2022.

Figure 1 - Cap Trajectory and Modeled CCA Emissions



The City's natural gas service falls under the emissions covered by the CCA. In order to reduce emissions in line with the cap, the City will need to encourage electrification among its natural gas customers. This will place additional demand on the City's electric utility, requiring both additional energy throughout the year as well as additional capacity in the winter months as much of the current demand for natural gas is used for space heating. This analysis examines the City's existing natural gas loads, estimates the end uses for those loads, identifies likely electric substitute equipment, and estimates the quantity and timing of the resulting additional demands for electricity.

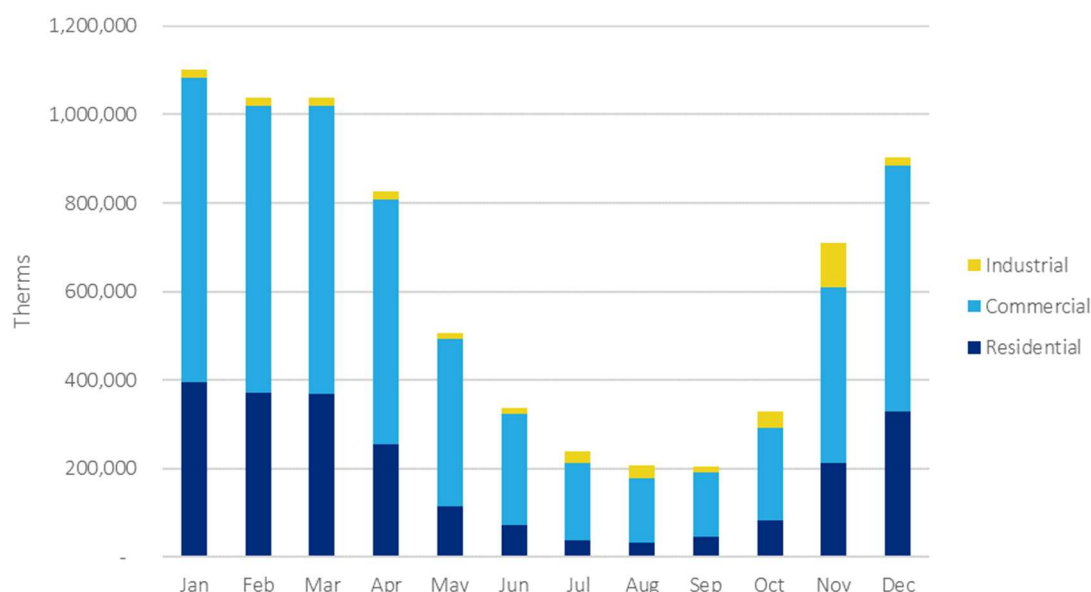
Current Natural Gas Consumption

This section discusses the City's current natural gas consumption. It begins with a discussion of the City's overall natural gas demand and then examines the likely end use consumption by each sector. Estimating the end use consumption is necessary to estimate the likely turnover of natural gas-fired equipment as well as the potential future loads, and their timing, on the City's electric system.

Overall Consumption

Over the 2019-2021 time period, the City's average annual natural gas consumption was 7,746,096 therms, which would result in approximately 41,000 metric tons of CO₂. Figure 2 shows the monthly natural gas consumption for 2021 by sector. Nearly two-thirds of the consumption is in the commercial sector, approximately half of which is from Central Washington University (CWU). As would be expected, consumption is largely concentrated in the heating season, with the consumption in January through April as well as November and December making up more than 75% of the total consumption. Note that this historical consumption does not include the demands from a new industrial customer that is expected to begin service in 2024. This customer will increase demand for natural gas in the industrial sector by 50%, but the overall level of demand from the natural gas sector will remain a small part of the City's natural gas service.

Figure 2 - 2021 Monthly Gas Consumption by Sector



Residential End Use Consumption Modeling

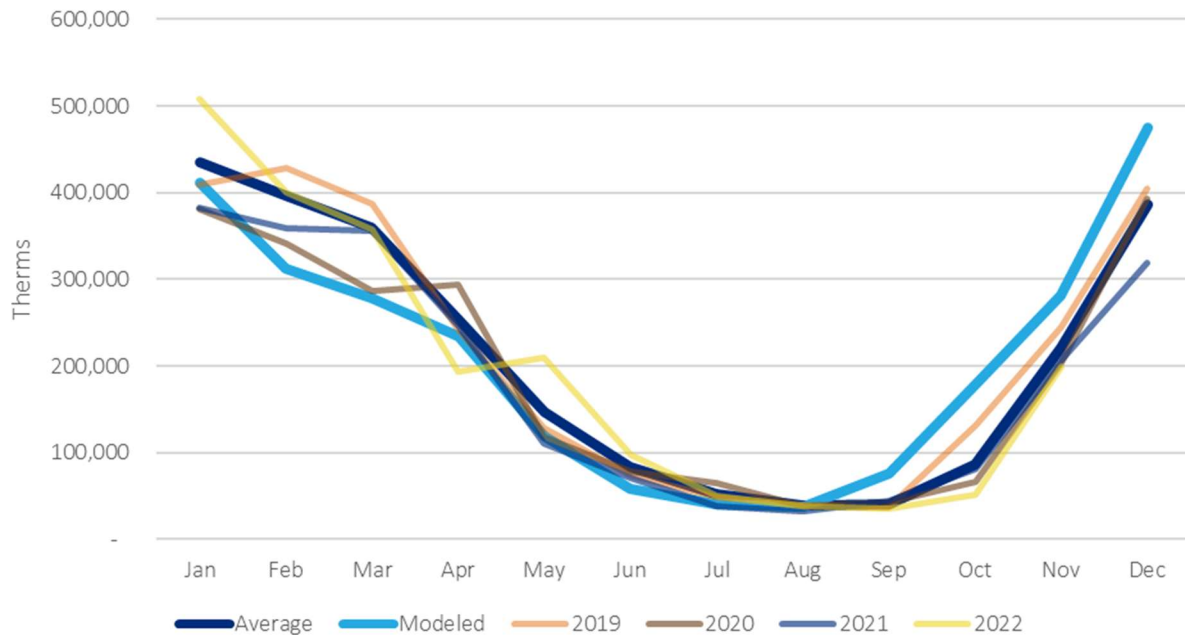
To estimate the end use consumption within the residential sector, Lighthouse first developed estimates of the City's residential building and equipment stock. The building stock estimates include the number and type of home, including single family, multifamily, and manufactured homes. The equipment stock is the number and type of equipment in those homes and is informed by the split of electric versus gas-powered equipment and the saturation of different types of equipment, such as gas-fired storage and tankless water heaters. Lighthouse developed many of this information as part of the conservation and demand response potential assessments prepared for the City. The numbers of building and equipment stock were then combined with estimated consumption levels for gas-fired equipment. Lighthouse also used load profiles developed by the Northwest Power and Conservation Council (Council) to estimate how the annual consumption would be split across months. The resulting end use consumption estimate was then calibrated against the historical consumption of the City's residential customers. The data and sources used for this end use consumption model are summarized below.

Table 1 - Residential End Use Consumption Estimate Data And Sources

Data Element	Source
Number of customers	Ellensburg Utility Data
Share of homes by type (i.e., Single family, Multifamily, Manufactured)	American Community Survey (ACS) 5-Year Data (2017-2021)
End use equipment saturations	Northwest Energy Efficiency Alliance's 2016 Residential Building Stock Assessment (RBSA) and ACS data
End use consumption of gas-fired and substitute electrically powered equipment	RBSA End Use Metering Study and Regional Technical Forum (RTF)
Load Profiles	Northwest Power & Conservation Council

The results of this estimation and calibration process are shown in Figure 3 below, with the dark blue line representing the average of historical years and the light blue line representing the modeled end use consumption, based on the process described above.

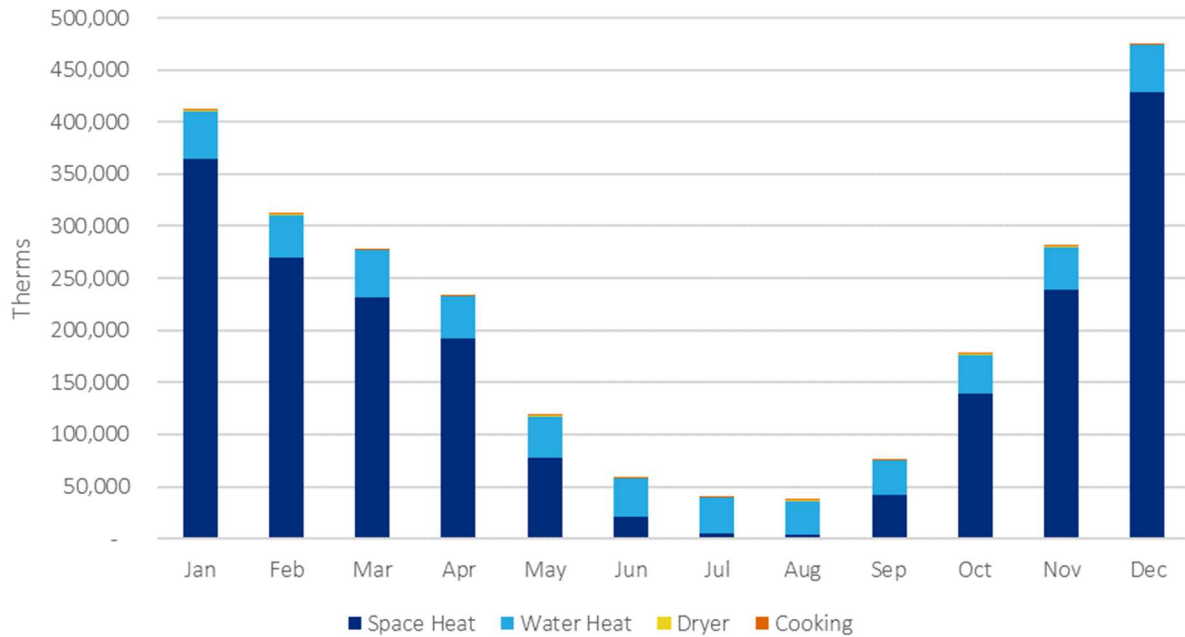
Figure 3 - Modeled and Historical Residential Natural Gas Consumption



The goal of the calibration process is to match the level of annual gas consumption exactly while roughly aligning with the monthly consumption. There may be differences between the actual monthly consumption and the monthly consumption estimated by the load shapes due to the underlying weather. For example, the usage used to develop the Council's load profiles may be based on years with warmer temperatures in the early months and colder temperatures in the later months. This would contribute to the small seasonal differences between the average and modeled usage shown above. Lighthouse applied calibration factors to the annual consumption to ensure that the estimated level of gas consumption exactly matched the average historical consumption. The same calibration factors were subsequently applied to the estimated annual additions in electric load later in the analysis and the monthly shape of those loads was determined by the electric load shapes for each end use technology.

The monthly breakdown of gas consumption by end use is shown in Figure 4 below. Space heating makes up more than 80% of the total consumption while water heating makes up most of the remaining consumption. Gas dryers and cooking appliances comprise 0.4% of the total, an almost imperceptible amount.

Figure 4 - Estimated Monthly Residential Gas Consumption by End Use



Commercial End Use Consumption Modeling

For the commercial sector, Lighthouse developed end use estimates by following an approach similar to what was done for the residential sector, described above. Lighthouse began with estimates of the City's commercial floor area by building type. These were combined with energy use intensity values, which translate the floor area into consumption of natural gas, and end use breakdowns, which split the overall consumption into specific end uses, such as space heating, water heating, and cooking. With these variables, as well as load shapes from the Council, Lighthouse was able to estimate the monthly natural gas consumption by end use for the City's commercial customers.

The data and sources used for the commercial end use consumption model are summarized in Table 2.

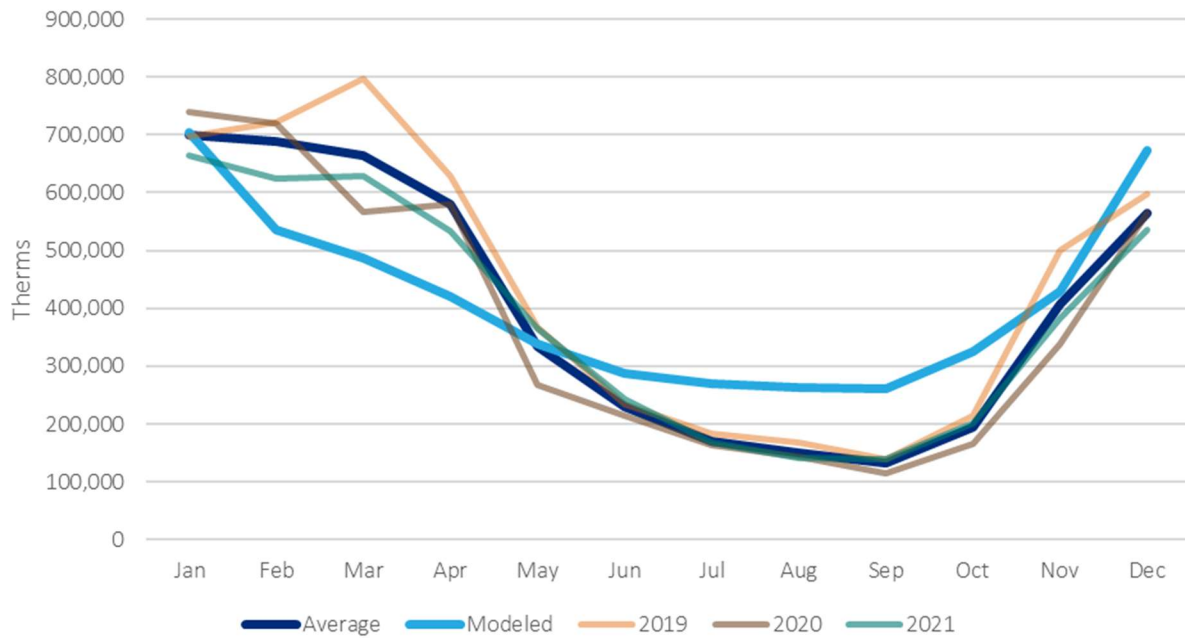
Table 2 - Commercial End Use Consumption Estimate Data And Sources

Data Element	Source
Commercial Floor Area	Ellensburg utility data, 2021 Power Plan, BPA Utility Potential Calculator
Energy Use Intensities	NEEA 2019 Commercial Building Stock Assessment
End Use Consumption Shares	US Energy Information Administration Commercial Building Energy Consumption Survey
Load Profiles	Northwest Power & Conservation Council

The results of the modeling and calibration process for the commercial sector are shown below Figure 5. Similar to the residential sector, the modeled consumption was slightly below the actual consumption in

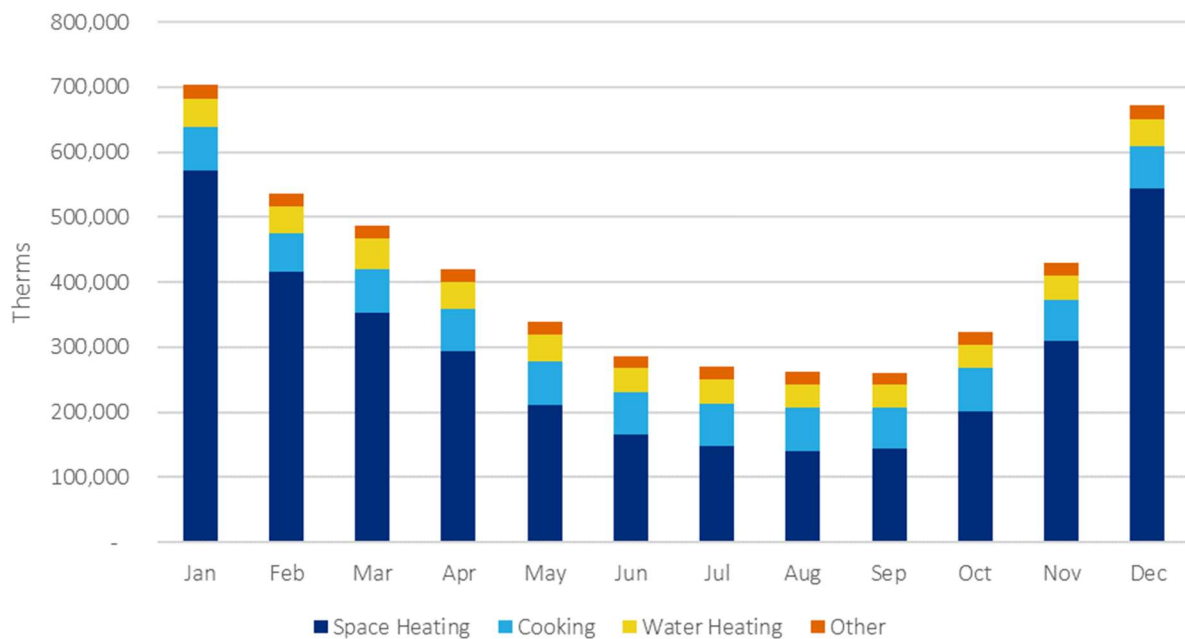
some of the early months of the year, but slightly higher in the later months. Across the year, however, the annual consumption was matched exactly to the average annual consumption through the calibration process.

Figure 5 - Modeled and Historical Commercial Natural Gas Consumption



The resulting monthly breakdown of commercial gas consumption by end use is shown in Figure 6 below.

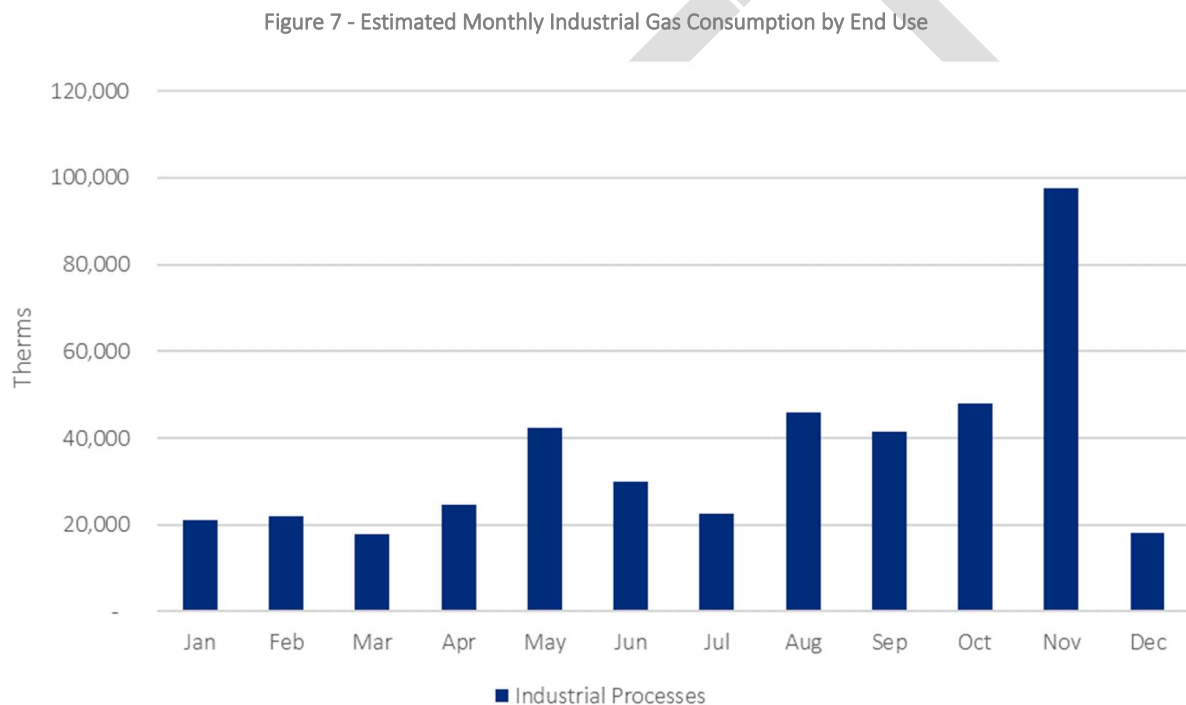
Figure 6 - Estimated Monthly Commercial Gas Consumption by End Use



Space heating makes up approximately 70% of the total consumption while cooking and water heating comprise 16% and 10%, respectively. The Council's load profiles for commercial heating show that heating use continues through the summer. As a result of this, a small level commercial heating consumption is maintained through the summer months, while the residential space heating consumption drops to nearly zero in those same months.

Industrial End Use Consumption Modeling

For the industrial sector, natural gas is primarily consumed for process-related needs and the timing of consumption is driven by production schedules. For the industrial sector, the consumption did not need to be broken out into individual end uses, so Lighthouse directly used the monthly consumption in the usage data provided by the City. The monthly usage patterns for the City's current and anticipated industrial customers is shown in Figure 7.



The pattern of monthly industrial consumption shows the dependency on seasonal processes, as opposed to heating-driven end uses in the residential and commercial sector.

Climate Commitment Act Compliance

This section discusses how the City can achieve compliance with the CCA by substituting electric equipment for gas-fired equipment. While the City is not necessarily required to reduce emissions in line with the exact timing of the CCA's emissions cap, taking no action would result in the need to purchase more and more emissions allowances while the number of available emissions allowances is reduced. Eventually, the overall cap on emissions will be low enough that the City will need to take some action. For simplicity, Lighthouse assumed that the City's goal is to reduce natural gas consumption and emissions in line with the CCA. Lighthouse estimated an Ellensburg-specific cap on natural gas

consumption based on the CCA's defined statewide baseline period and schedule of annual reductions and allocated these across the City's customer sectors based on the share of gas consumption in the baseline period.

To estimate the future gas consumption, Lighthouse took the estimated equipment stock discussed above and assumed that some portion of the equipment would convert to an electrically powered substitute at the end of its effective useful life. Converting equipment from gas to electricity when it is at the end of its life is likely the most cost-effective time to encourage fuel switching. Customers are otherwise unlikely to replace working equipment without significant incentives. When customers are faced with an equipment replacement decision where there is a need to make a purchase of some type, they have the opportunity to switch to electrical equipment at a smaller or even negative incremental cost relative to replacing their previous gas-fired equipment with a similar gas-fired replacement.

Another proposed approach to electrification involves switching entire neighborhoods to electricity to avoid replacing natural gas distribution infrastructure. In this approach, instead of replacing a distribution line, the utility would electrify all end-uses of natural gas served by the line instead of replacing the infrastructure. Here, the avoided cost of replacing the line could make the electrification more cost-effective. However, absent the detailed information about the City's natural gas infrastructure and the geographic variation of end use equipment, Lighthouse assumed that the City would take the previously described approach of encouraging electrification at the time of equipment replacement.

Lighthouse assumed that the City would begin encouraging end use fuel switching in 2024. Lighthouse then made assumptions about the share of gas-fired equipment turning over in each year that would be converted to electricity and compared the resulting end-use natural gas consumption against the allocated cap, and adjusted the assumptions about the share of end-use equipment needing to convert in order to comply with the allocated cap.

The expected life of natural gas fired equipment varies by the type of equipment but can last between 12 and 13 years for gas clothes dryers and water heaters to more than 20 years for furnaces. Assuming that the vintages of equipment as well-mixed, Lighthouse assumed that the share of equipment turning over in a given year would be equal to the inverse of the expected life. For example, if the expected life of a piece of equipment was 10 years, then one-tenth or 10% of that equipment would turnover each year. For a gas furnace lasting more than 20 years, fewer than 5% of the units would turnover in a given year and it would take more than 20 years to replace the current equipment stock.

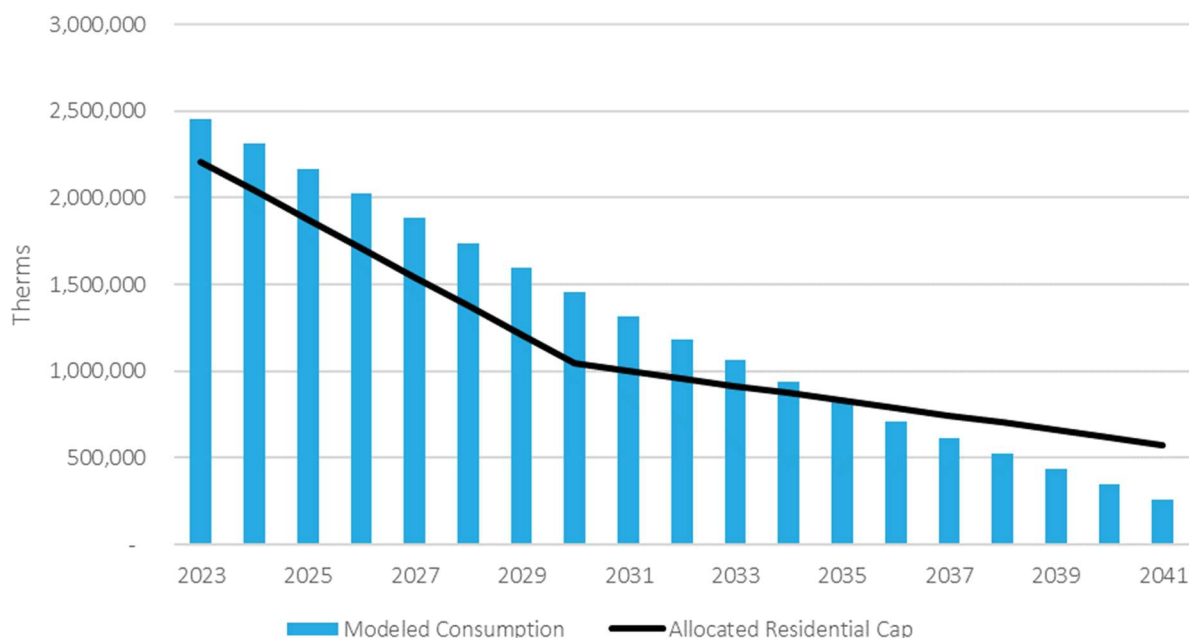
The CCA's cap on emissions lowers by 7% for each of the first eight years, 2023-2030. Accordingly, the cap on emissions in 2024 is 14% lower than the baseline period and lowers an additional 7% each year through 2030. By beginning in 2024, the City would need to replace more than 7% of the natural gas equipment in 2024 and each subsequent year in order to catch up with the timing of the CCA's cap. However, because many types of natural gas appliances have expected lives longer than 14 years (the inverse of 7%), Lighthouse found that even assuming that the City successfully encouraged 100% of the equipment turning over in a given year to convert to electricity and assuming that all new construction and major renovations resulted in no demand for gas was not sufficient to catch up with CCA's annual reduction of 7% per year. The City would need to encourage all new and end of life equipment to be

electric and encourage fuel switching beyond this equipment turnover to comply with the CCA's timeline in the near term. In the longer term, the slowing of annual reductions in the cap after 2030 allows the City to catch up.

The figures below show the estimated CCA cap on natural gas consumption based on the City's 2015-2019 demand for natural gas and how the cap was allocated across individual sectors. The estimated natural gas consumption is shown as well, based on modeling that assumed the City converted 100% of equipment at the end of its useful life.

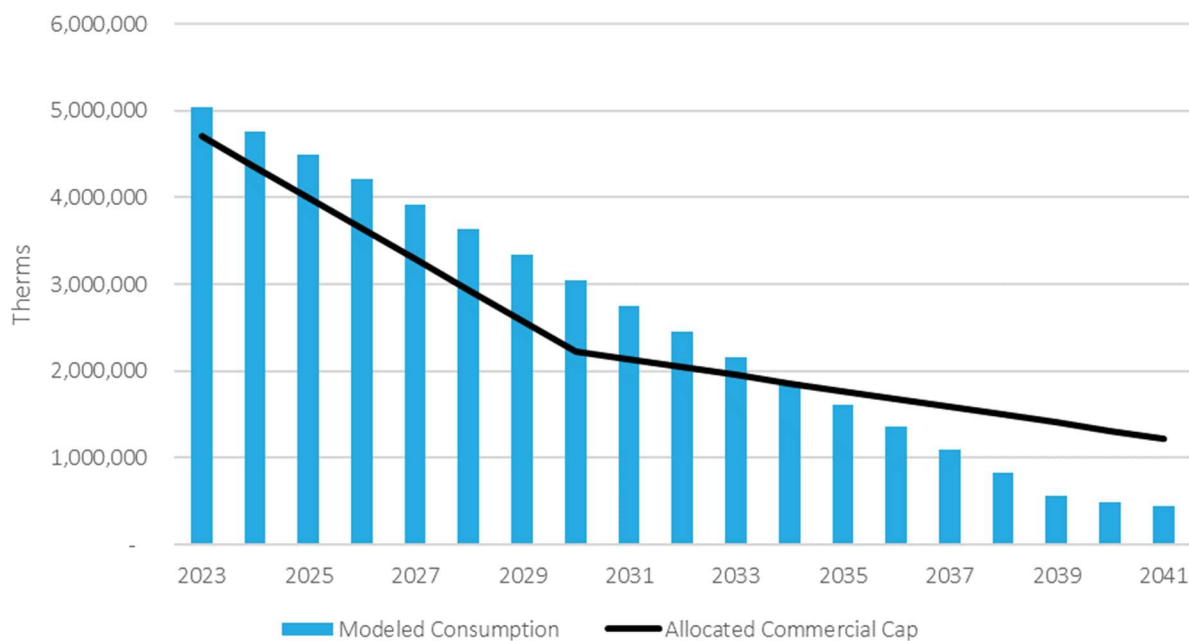
As described above, in both the residential and commercial sectors, Lighthouse found that relying solely on equipment replacement cycles was not sufficient to reduce natural gas consumption below the estimated cap until roughly 2034, several years after the annual reductions in the emissions cap shift from 7% per year to 1.8% per year.

Figure 8 - Modeled Residential Natural Gas Consumption and Estimated Consumption Cap



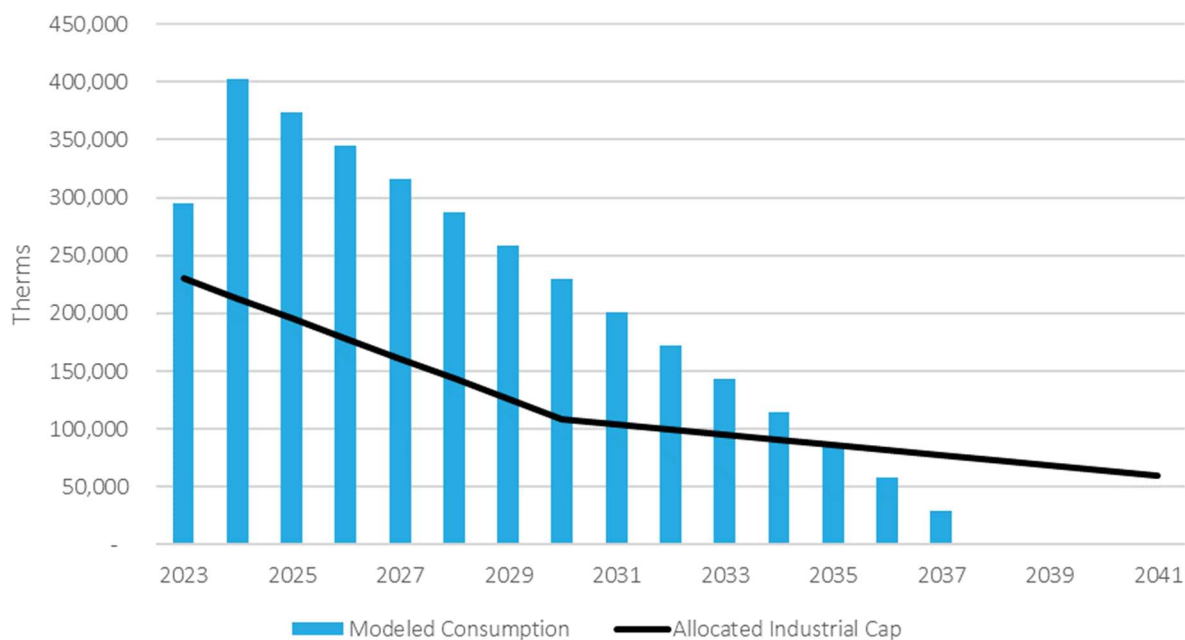
As discussed above, approximately half of the commercial sector's consumption is from CWU, most of which is associated with a large central boiler. Lighthouse modeled the demand from this boiler changing gradually over time, but the exact timing and pace of changes to the operation of this boiler will impact the timing of the City's transition from natural gas. A faster transition would help the City keep below its allocation of allowances, while a slower transition would drive the City to purchase more allowances for a longer period of time.

Figure 9 - Modeled Commercial Natural Gas Consumption and Estimated Cap



In the industrial sector, the addition of new gas demand in 2024 from a new customer makes compliance with the allocated industrial cap in the near term more difficult. Similar to the commercial sector and discussion of CWU above, fuel switching was modeled to occur gradually and linearly, but in reality, the timing of the replacement of large process equipment may make this transition lumpy, with large changes in some years and little to no changes in other years.

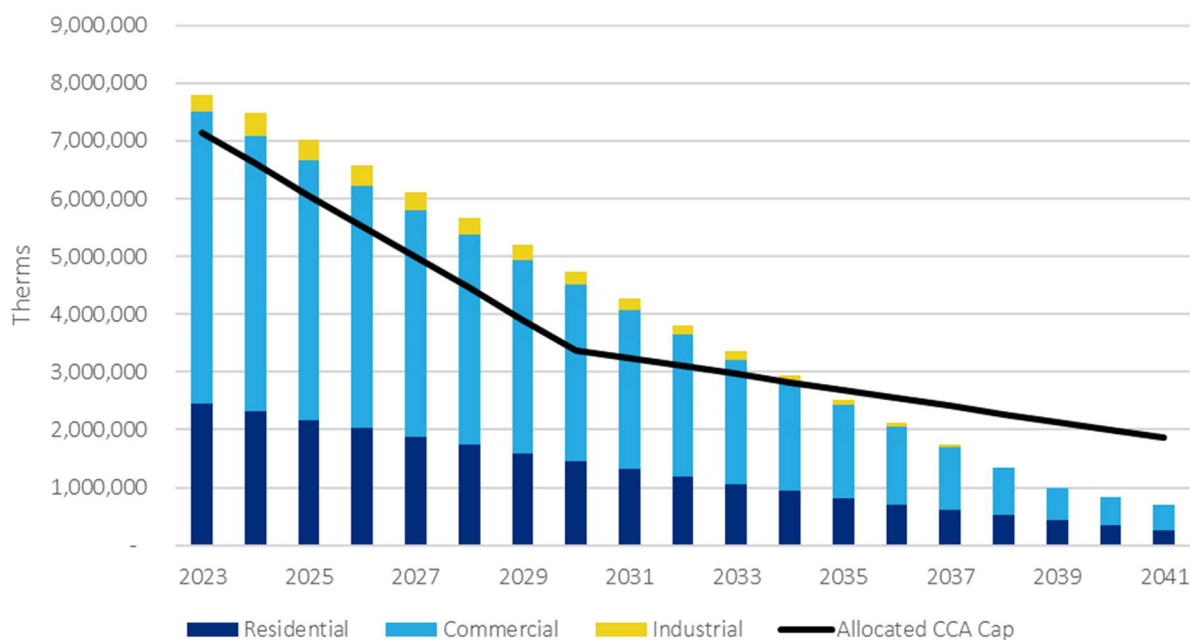
Figure 10 - Modeled Industrial Natural Gas Consumption and Estimated Cap



Note the change in scale between Figure 10 and the residential and industrial figures above.

Figure 11 shows the modeled natural gas consumption across all sectors based on the modeling and assumptions discussed above and the allocated City-wide cap. The City does not reduce demand for natural gas below its allocated cap until 2035.

Figure 11 - Modeled Total Natural Gas Consumption and Estimated Cap



Incremental Electrical Loads

After modeling the timing and pace of fuel switching from natural gas described above, Lighthouse then estimated how those reductions in natural gas consumption would translate into additional loads for the City's electric utility.

For the residential sector, Lighthouse used assumptions about the annual consumption of electric appliances, assuming that the fuel switching would switch to efficient appliances (e.g., heat pumps and heat pump water heaters). In the commercial and industrial sectors, Lighthouse made assumptions about the relative efficiency of electric and gas equipment to convert the natural gas consumption into equivalent amounts of electricity. The annual amounts of electricity were distributed across the year by applying electric load shapes from the Council. This allowed for the examination of how the City's incremental electric loads from electrification over different time scales, which are examined below.

Figure shows how the monthly energy consumption will grow over time as natural gas end uses are switched to electricity. Because much of the demand for natural gas is related to space heating, much of the additional demand for electricity happens during the heating season months. The City may see its monthly demand grow from over 20 GWh in the coldest months to more than 40 GWh per month.

Figure 12 - Incremental Monthly Loads from Electrification (MWh)

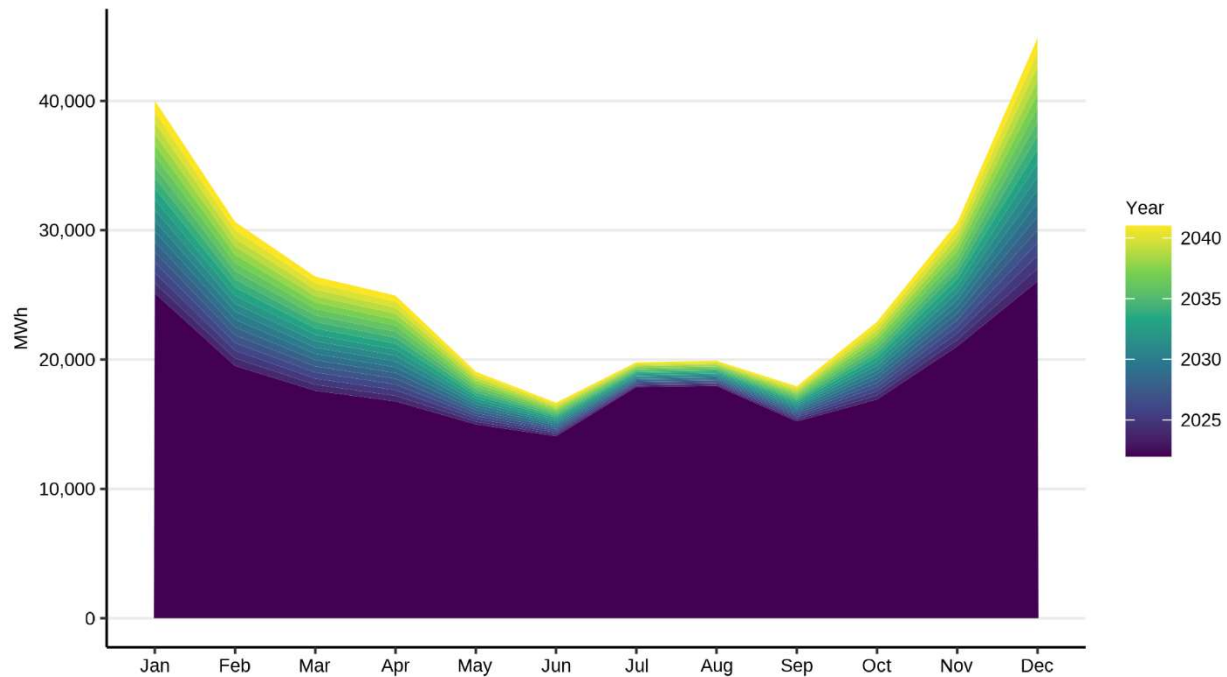
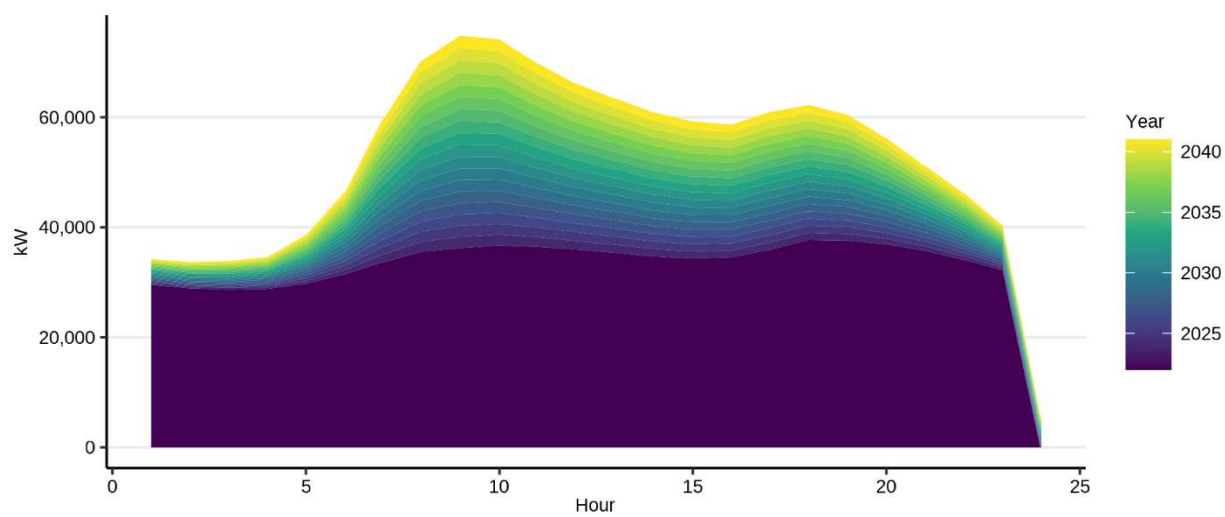


Figure 12 shows monthly demands increasing to the highest levels in December, but this is a consequence of the assumptions on timing of demand in the load profiles used in the analysis. The actual timing of the City's highest demands would vary depending on the weather in a given year.

In Figure 13 the evolution of hourly demand for electricity on an average January day is shown as electrification occurs over time. The evolution shows how demands on the system will grow, but also feature more dramatic peaks as heating loads are added to the electric system. Figure shows slightly higher demand in the evening in the near term but higher morning demand in the long term. This is another consequence of the assumptions and actual usage built into the load profiles applied to the new electrical demand. The timing of the actual daily peak demand would vary based on the weather and other factors. Figure 13 shows hourly demand nearly doubling from just under 40 MW in the near term to over 70 MW by 2041.

Figure O-1 - Incremental Hourly Loads from Electrification on a January Day`



CRITICAL DATA STRATEGIES, LLC

Community Online Survey Findings and Conclusions for City of Ellensburg

July – August 2023



Critical Data Strategies, LLC
620 South Washington Street
Spokane, Washington 99204
CRITICAL-DATA.COM



Introduction

An integral part of the City of Ellensburg's overall sustainability and energy plan is receiving input from the Ellensburg community residents to a number of current and future energy issues.

Critical Data Strategies LLC, a 37-year-old Spokane, WA based market research and planning firm was selected to develop and implement an online survey of utility customers residing within Kittitas County.

The survey was performed via use of a QR Code which took respondents directly to the survey. The survey was promoted by the City of Ellensburg in advertisements along with an insert in two months of customer utility billings.

The survey was activated *July 11, 2023*, and continued to be available for residents *through August 13, 2023*. A total of **312 respondents** completed the survey.

This report contains all responses from the 312 residents completing the survey. Contained within this report are:

- Total responses from all respondents to each question
- Responses broken out by area of residence of respondent:
 - *Within City of Ellensburg*
 - *Within Kittitas County but outside of the City of Ellensburg*

As only 12 of the 312 total respondents represent businesses, while 96.2% responded as individuals, it is not statistically significant to perform separate tabulations of these respondents.

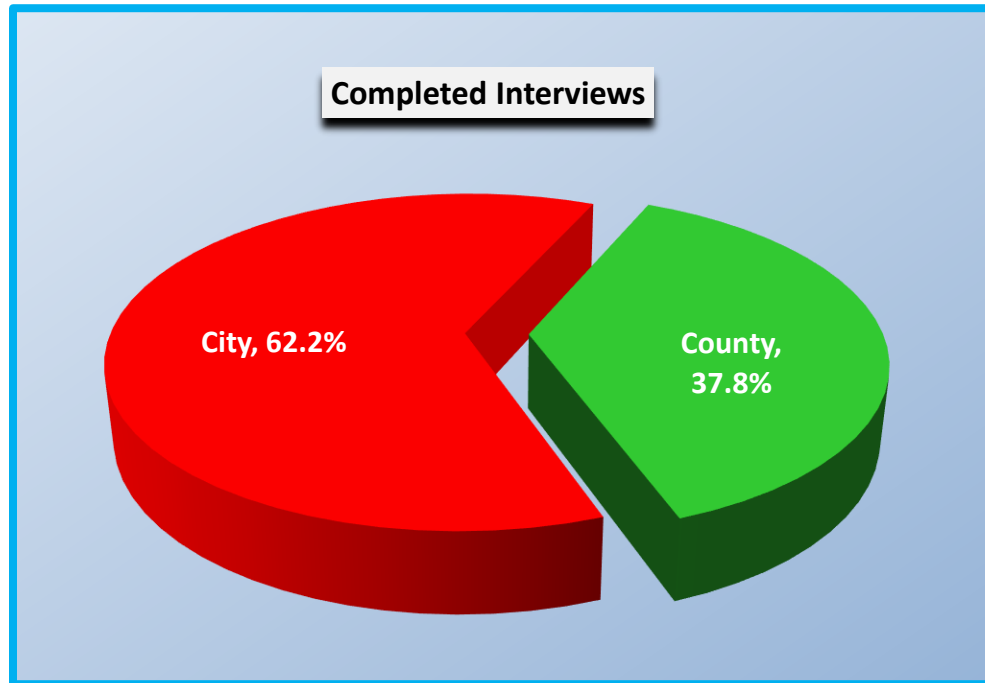
Similarly, as only 5 of the 312 total respondents (01.6%) have utilities included in their rent/lease, no separate tabulations of these renters were performed.

Major differences exist in the responses of those residing within the city compared to those residing outside of the city – especially within cities containing a university. Those unique differences can be seen in the breakouts of each question in this study.



Findings and Conclusions

- Of the 312 respondents completing this survey, 62.2% reside within the City of Ellensburg and 37.8% live within Kittitas County but outside of the City of Ellensburg.



- Nearly all respondents completing the survey are individuals. (96.2%). Only 3.8% completed the survey as businesses.



(Findings and Conclusions continued)

- Survey respondents were asked to rank the importance of each of six concerns they may have relating to the future of the Ellensburg community using a one to five scale with one representing 'no concern' up to five which represents 'extremely concerned'.

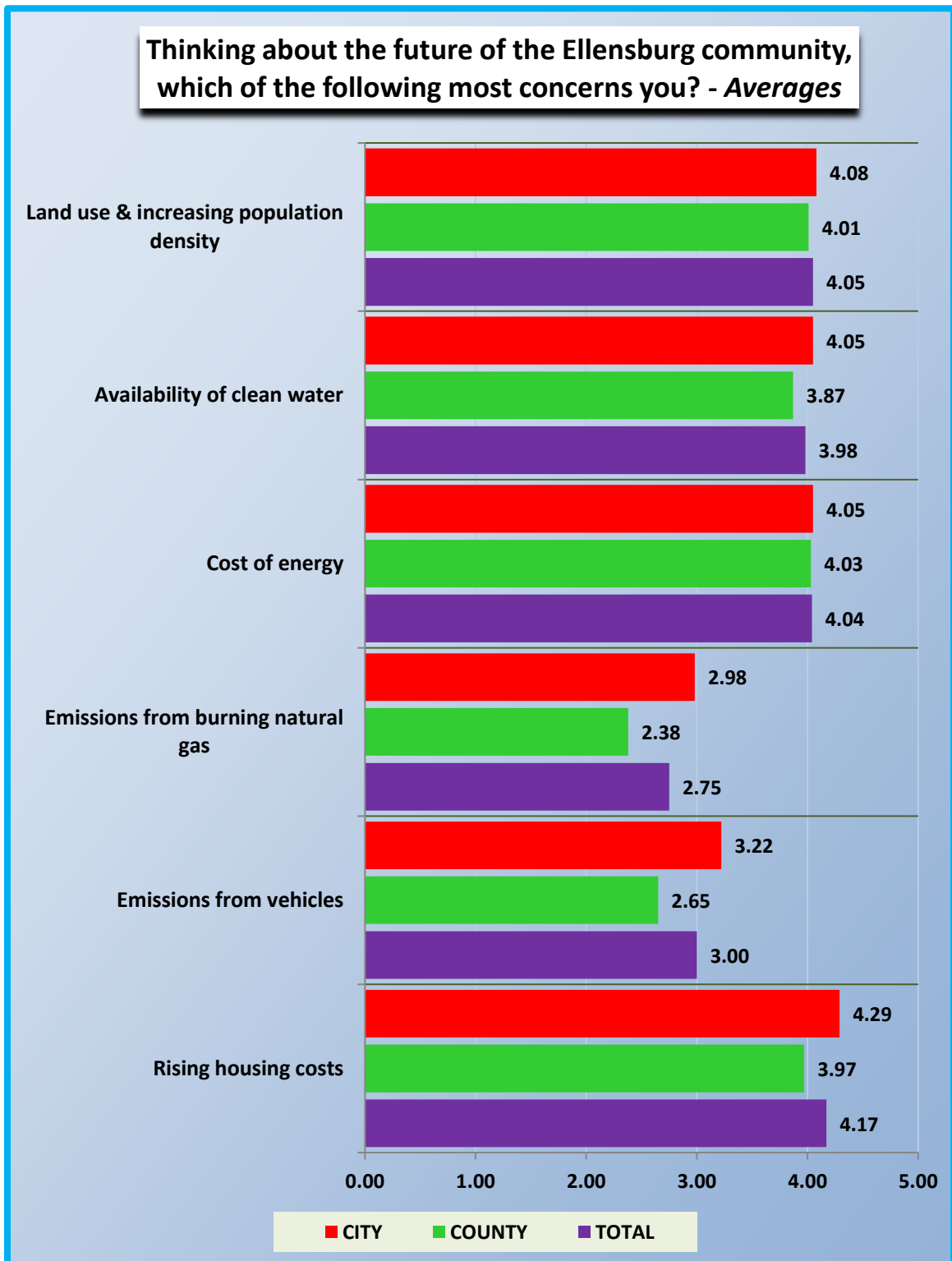
TOP CONCERNS	TOTAL RESPONDENTS	CITY RESIDENTS
Rising home costs	4.17	4.29
Land use and increasing population density	4.05	4.08
Cost of energy	4.04	4.05
Availability of clean water	3.98	4.05

- It is worth noting that the top concerns of city residents mirror those of the group as a whole, and in the same ranking of concern.

LOWEST CONCERNS	TOTAL RESPONDENTS	CITY RESIDENTS
Emissions from burning natural gas	2.75	2.98
Emissions from vehicles	3.00	3.22



(Findings and Conclusions continued)



(Findings and Conclusions continued)

- By a slim margin those completing this survey believe that the city should only take actions to comply with state regulations (53.2%). Those residing within the City of Ellensburg are nearly split on this issue with 50.5% feeling that the city should do more, while 49.5% believe that the city should only comply.

RESPONSE	CITY	COUNTY	TOTAL
The City should only take actions to comply with state regulations.	49.5%	59.3%	53.2%
The city should do more to reduce greenhouse gas emissions.	50.5%	40.7%	46.8%
TOTAL	100%	100%	100%

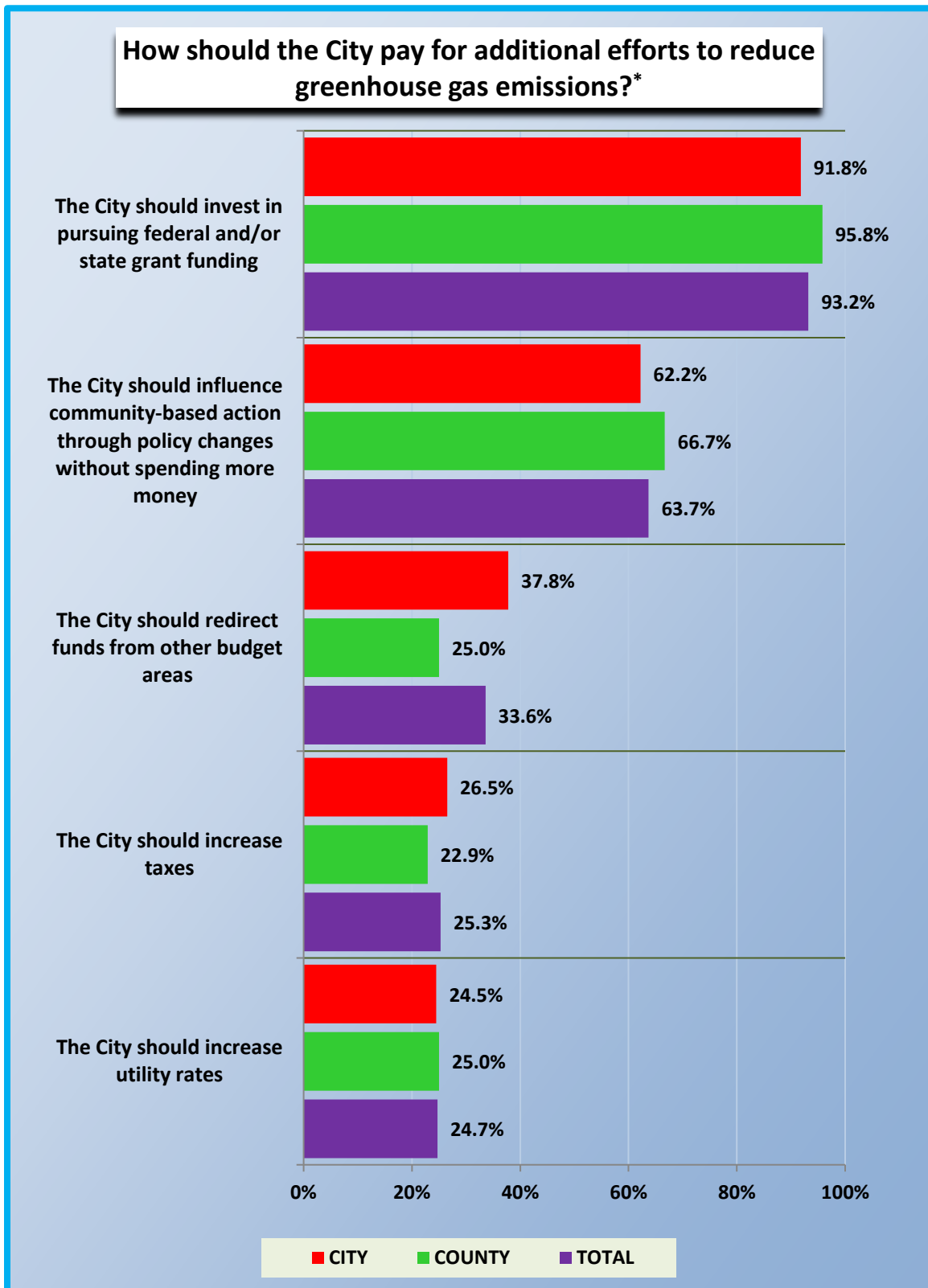
- Those residents who feel that the City should do more to reduce greenhouse gas emissions than required were asked how the City should pay for these additional reduction efforts. As the findings show, respondents do not favor any increase in taxes or in utility rates, preferring that the City pursue federal and/or state grant funding or by policy changes that do not incur additional costs.

RESPONSE*	CITY	COUNTY	TOTAL
The City should invest in pursuing federal and/or state grant funding	91.8%	95.8%	93.2%
The City should influence community-based action through policy changes without spending more money	62.2%	66.7%	63.7%
The City should redirect funds from other budget areas	37.8%	25.0%	33.6%
The City should increase taxes	26.5%	22.9%	25.3%
The City should increase utility rates	24.5%	25.0%	24.7%

*146 responded to this question: 98-City and 48-County
 Question allowed for more than one response
 Percentages based on number of respondents



(Findings and Conclusions continued)



*Question allowed for more than one response
Percentages based on number of respondents



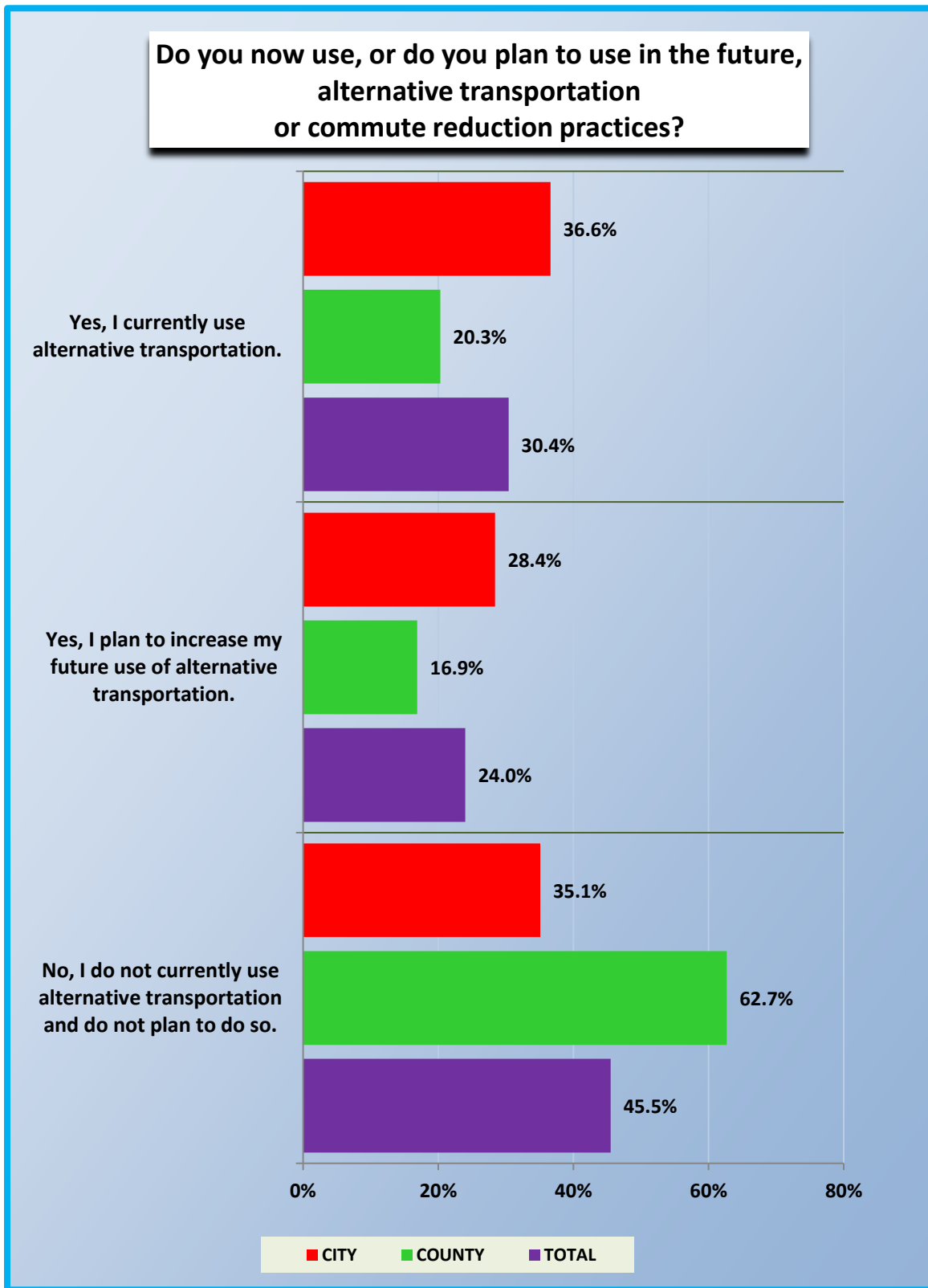
(Findings and Conclusions continued)

- Survey participants were reminded that 68% of Ellensburg's greenhouse gas emissions come from burning gasoline or diesel for transportation, then were asked if they currently use or plan in the future to use alternative transportation practices.
 - 45.5% of those responding do not currently use alternative transportation and do not plan to do so.
 - 30.4% of the total base state that they currently use some forms of alternative transportation, with 36.6% of those residing within the city using alternative forms of transportation.

RESPONSE	CITY	COUNTY	TOTAL
Yes, I currently use alternative transportation.	36.6%	20.3%	30.4%
Yes, I plan to increase my future use of alternative transportation.	28.4%	16.9%	24.0%
No, I do not currently use alternative transportation and do not plan to do so.	35.1%	62.7%	45.5%
TOTAL	100%	100%	100%



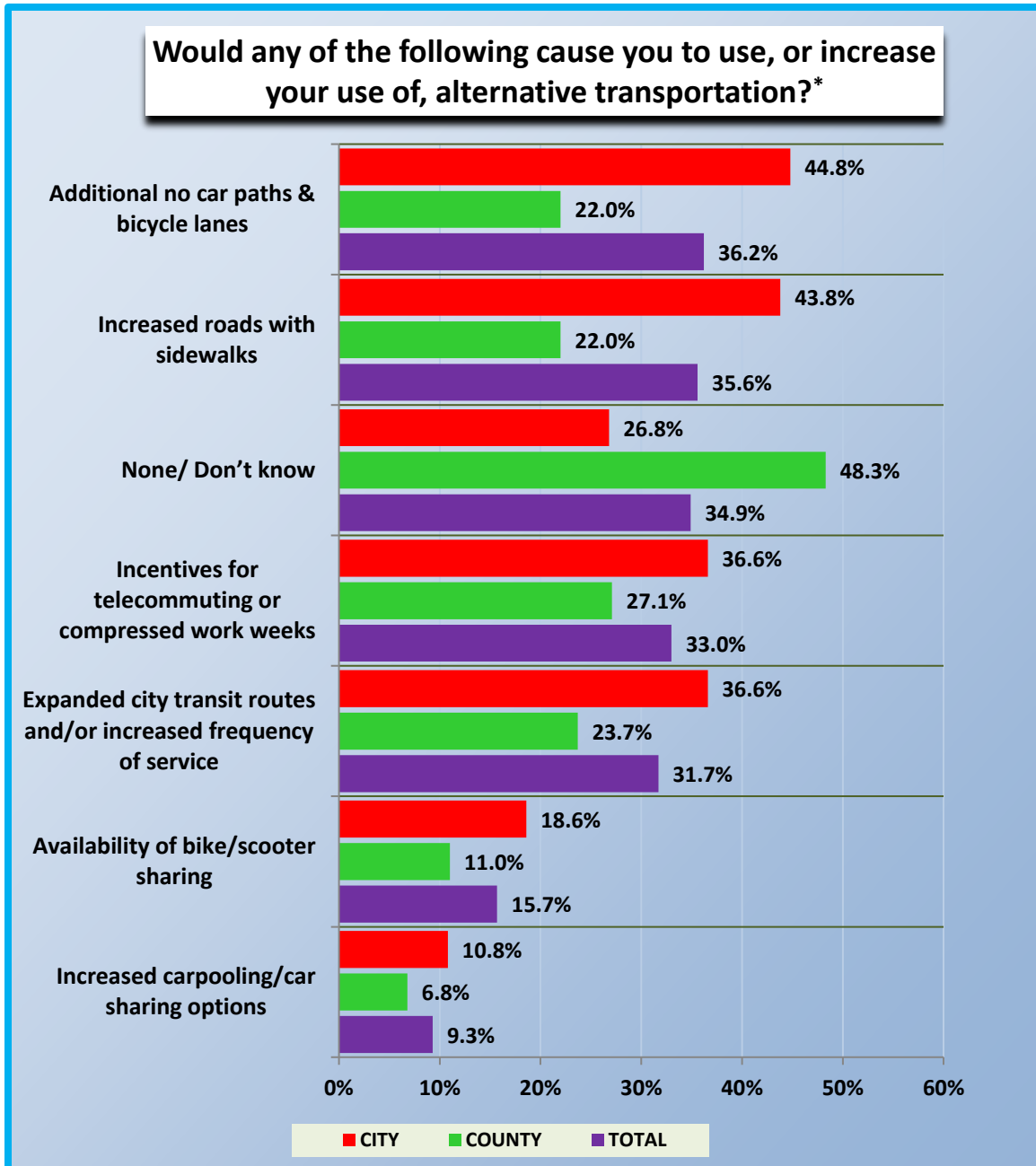
(Findings and Conclusions continued)





(Findings and Conclusions continued)

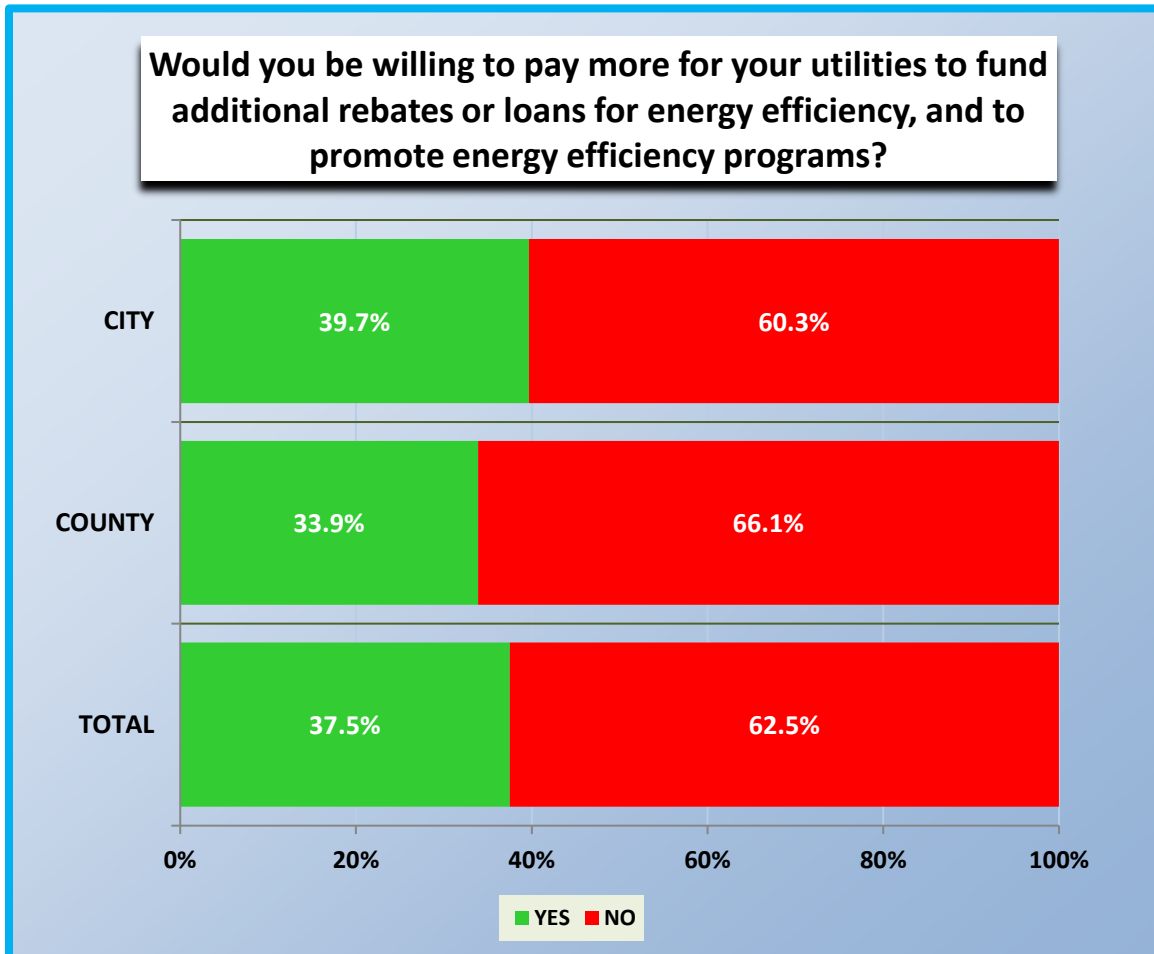
- Slightly more than one third of all respondents can be incentivized or motivated to increase their use of alternative transportation with the implementation of four different plans:
 - Additional no car paths and bicycle lanes 36.2%
 - Increased roads with sidewalks 35.6%
 - Incentives for telecommuting or compressed work weeks 33.0%
 - Expanded city transit routes/increased service 31.7%



*Question allowed for more than one response
Percentages based on number of respondents

(Findings and Conclusions continued)

- Two thirds of all respondents (62.5%) are not willing to pay higher utility rates to fund energy efficiency programs.



- Those residents who stated a willingness to pay higher rates were asked how much more they are willing to pay:

RESPONSE*	CITY	COUNTY	TOTAL
5% more	39.0%	47.5%	41.9%
10% more	40.3%	30.0%	36.8%
15% more	6.5%	12.5%	8.5%
20% more	14.3%	10.0%	12.8%
TOTAL	100%	100%	100%

*117 responded to this question: 77-City and 40-County
 Percentages based on number of respondents

(Findings and Conclusions continued)

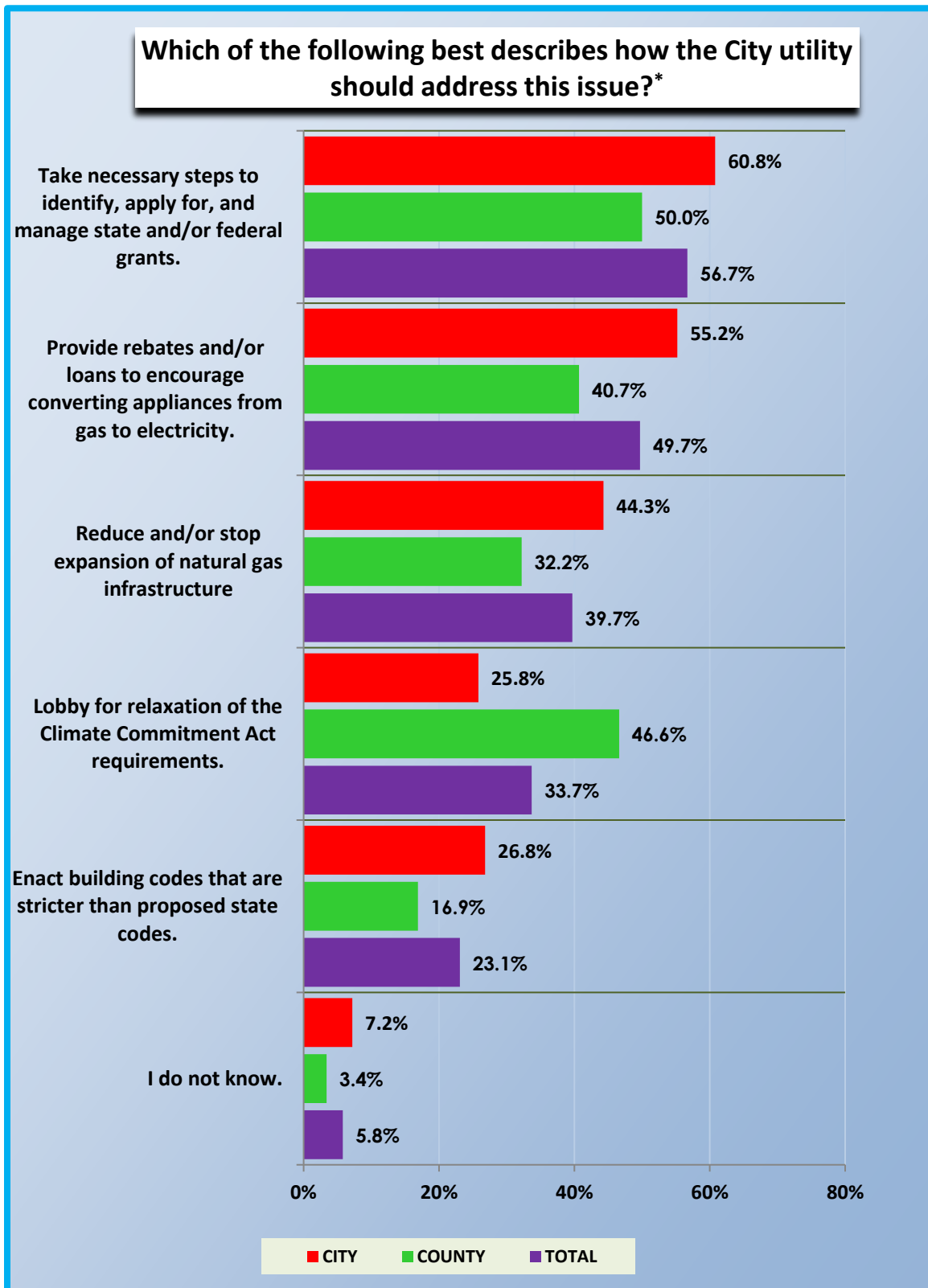
- Survey respondents were asked what actions the City should take to achieve a state mandate for the purchase of carbon allowances and reduction of demand by 7% annually through 2030:

RESPONSE*	CITY	COUNTY	TOTAL
Take necessary steps to identify, apply for, and manage state and/or federal grants.	60.8%	50.0%	56.7%
Provide rebates and/or loans to encourage converting appliances from gas to electricity.	55.2%	40.7%	49.7%
Reduce and/or stop expansion of natural gas infrastructure	44.3%	32.2%	39.7%
Lobby for relaxation of the Climate Commitment Act requirements.	25.8%	46.6%	33.7%
Enact building codes that are stricter than proposed state codes.	26.8%	16.9%	23.1%
I do not know.	7.2%	3.4%	5.8%

*312 responded to this question: 194-City and 118-County
Question allowed for more than one response
Percentages based on number of respondents



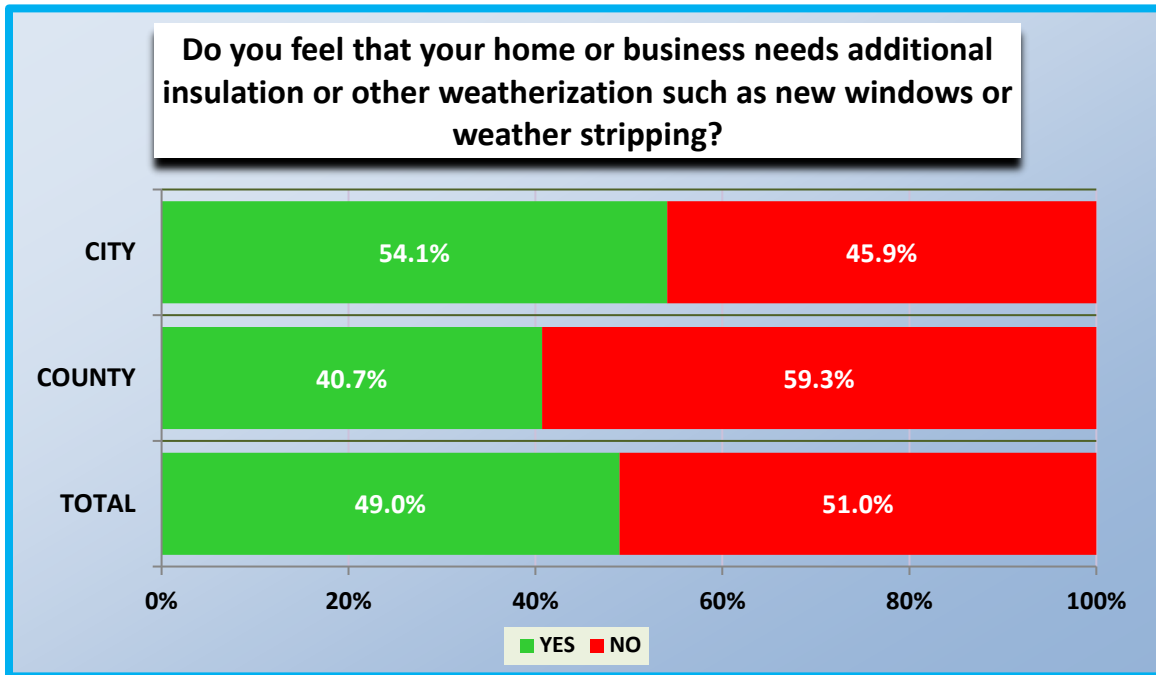
(Findings and Conclusions continued)



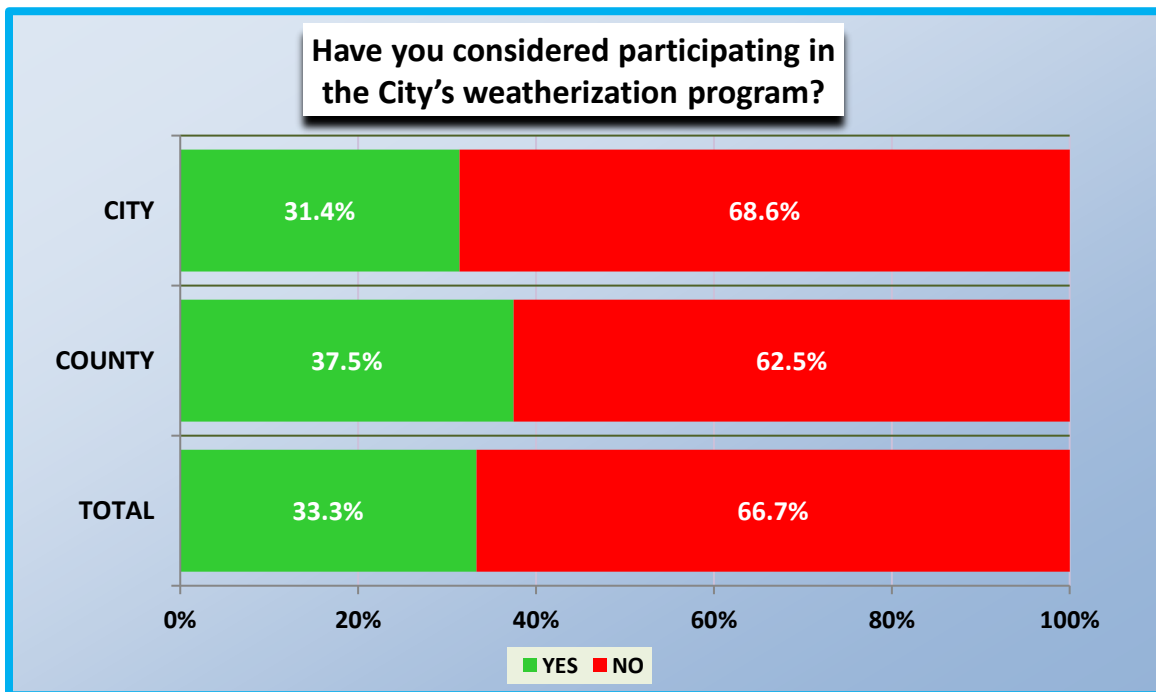
*Question allowed for more than one response
Percentages based on number of respondents

(Findings and Conclusions continued)

- Approximately half of the overall group feels that their homes or business needs additional insulation or weatherization.



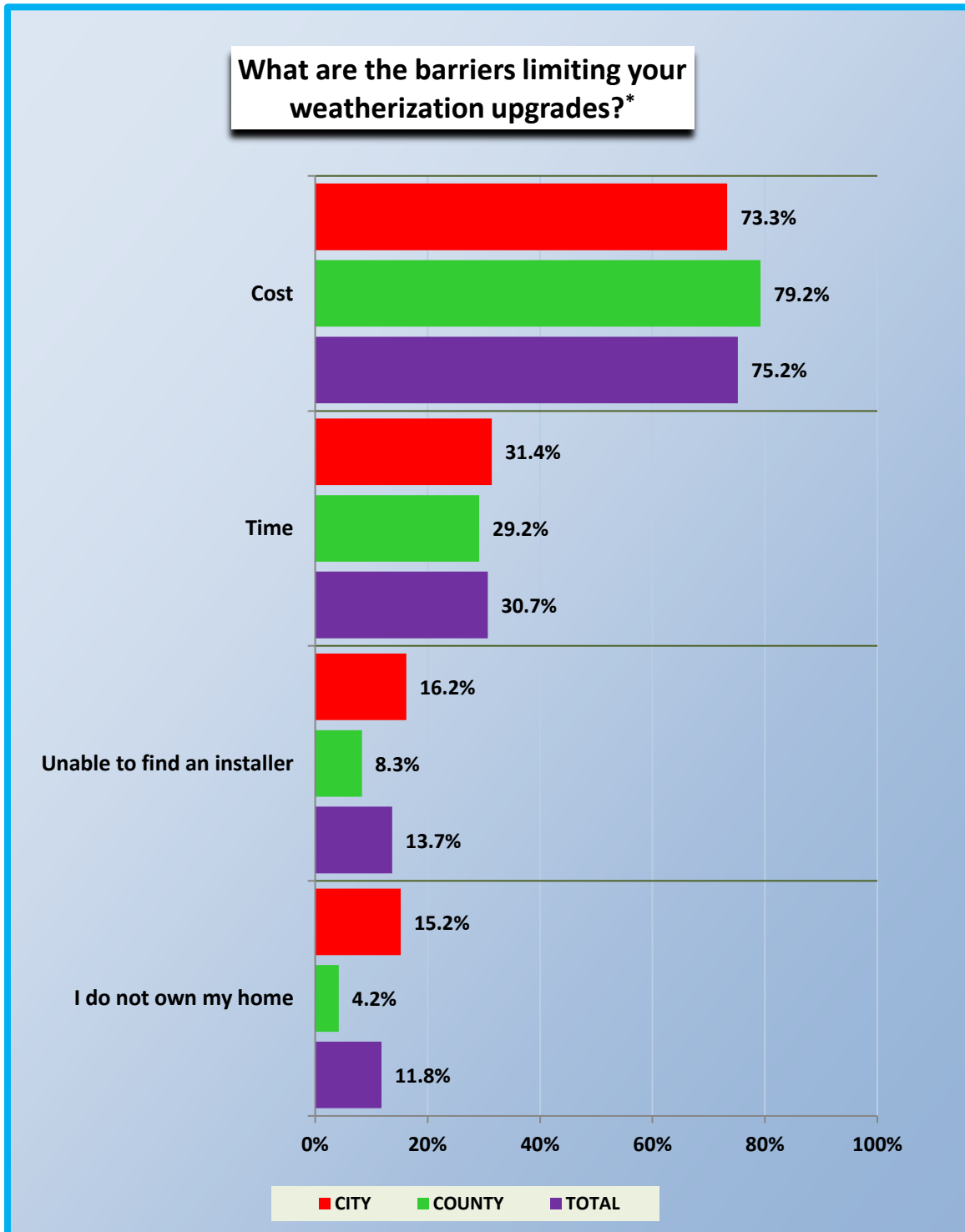
- But more than two thirds (66.7%) have not considered participating in the City's weatherization program.





(Findings and Conclusions continued)

- 75% of those who have not considered the weatherization program state that cost is their barrier.

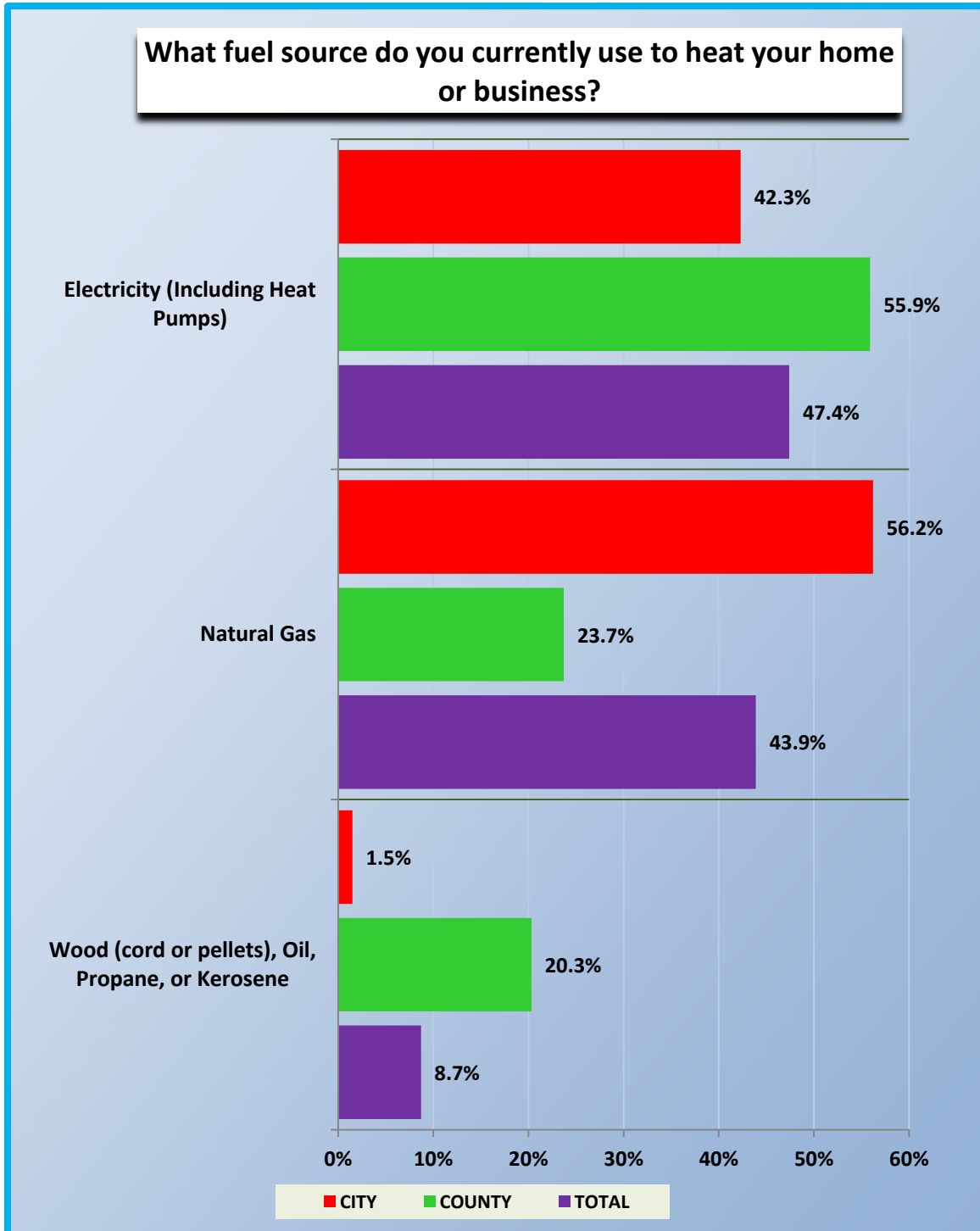


*Question allowed for more than one response
Percentages based on number of respondents



(Findings and Conclusions continued)

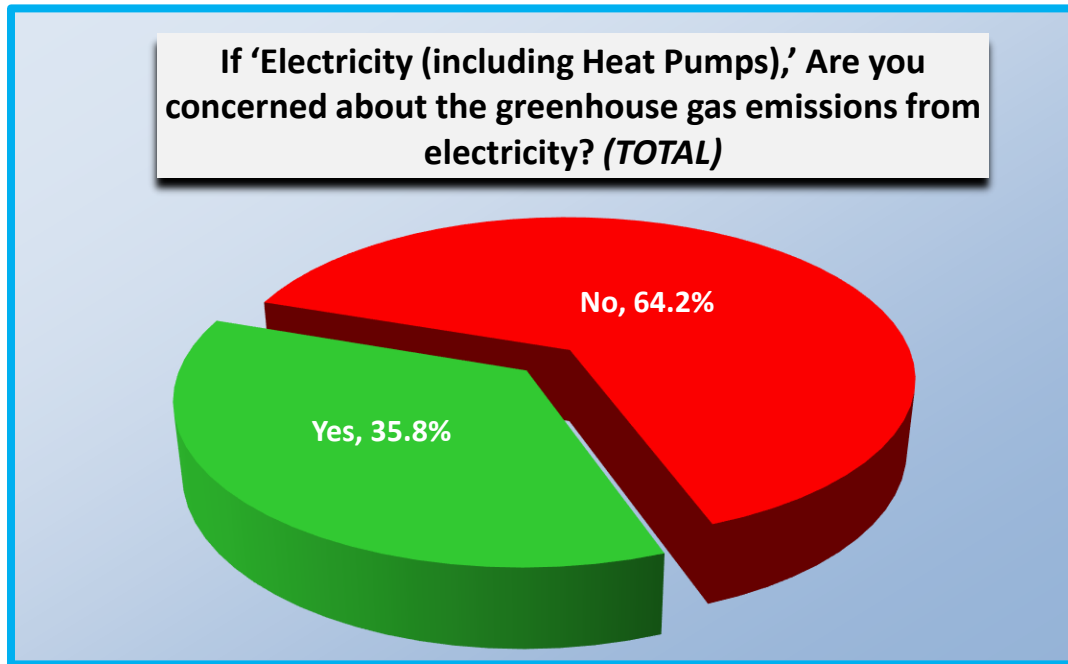
- Overall, 47.4% of the respondents use electricity to heat their home or business. 55.9% of respondents residing in the county use electricity, while 56.2% of city residents use natural gas.



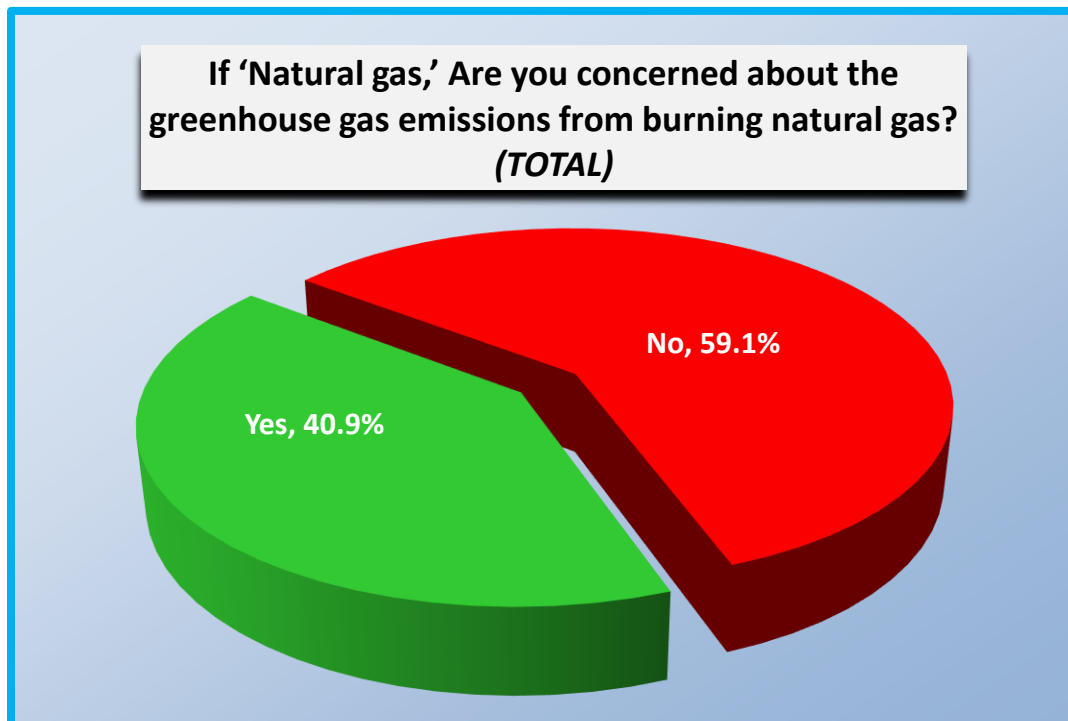


(Findings and Conclusions continued)

- Nearly two thirds (64.2%) of electric users have no concerns about greenhouse gas emissions from electricity.



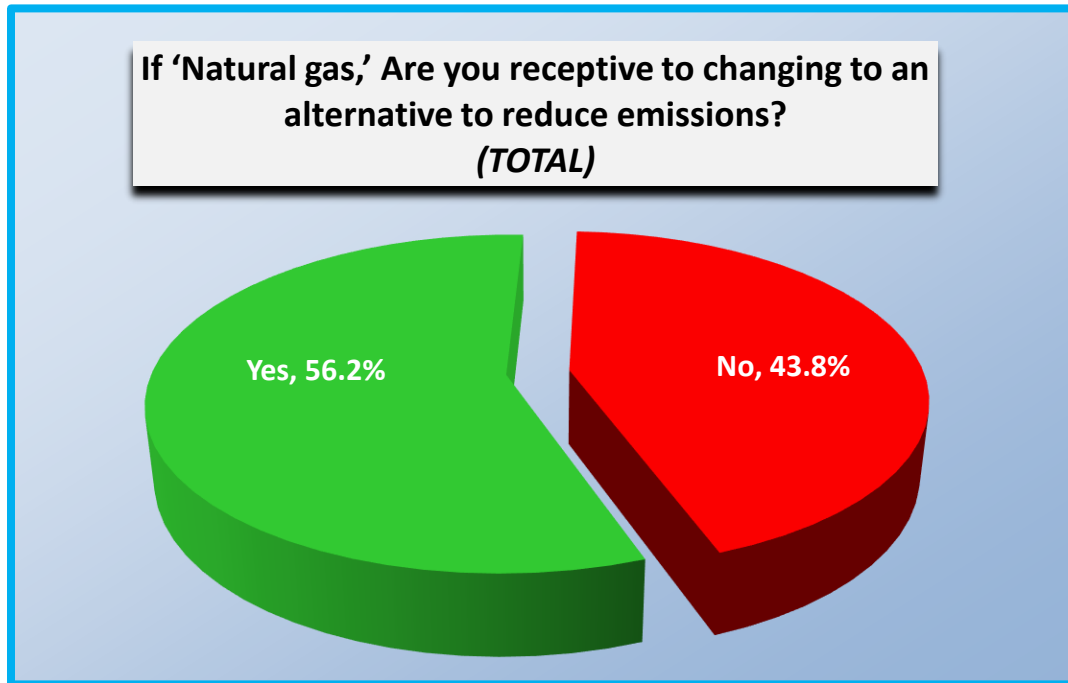
- 59.1% of natural gas users are not concerned about greenhouse gas emissions from burning natural gas.



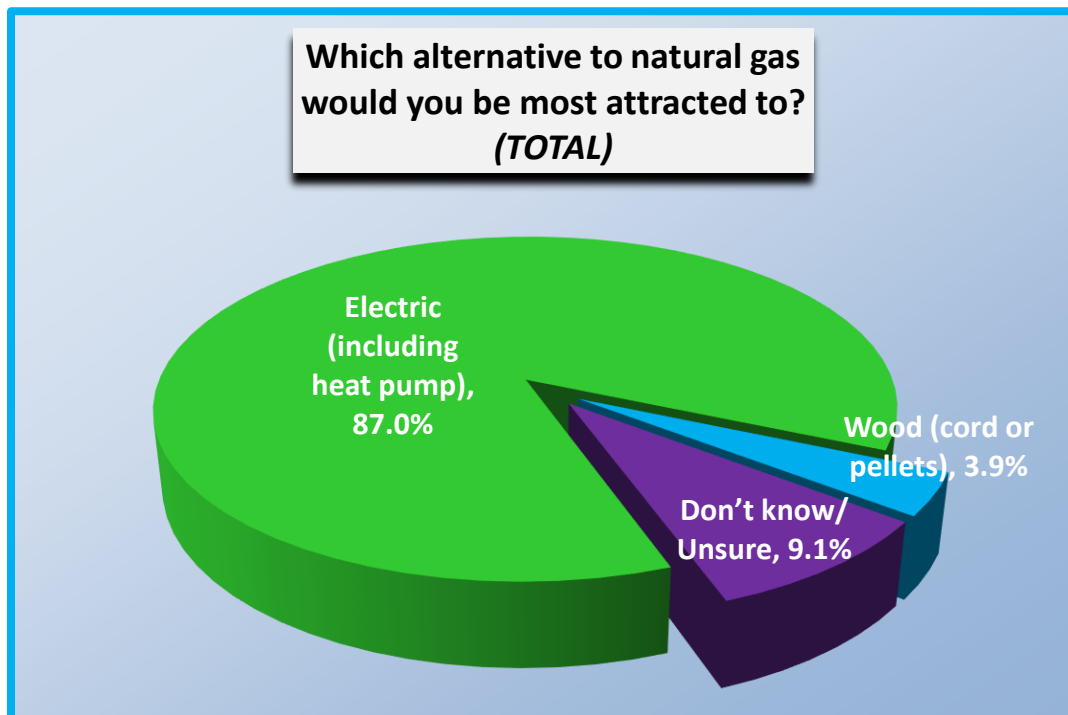


(Findings and Conclusions continued)

- 56.2% of all respondents using natural gas, and 64.2% of those residing within the city are receptive to changing to an alternative to reduce emissions.



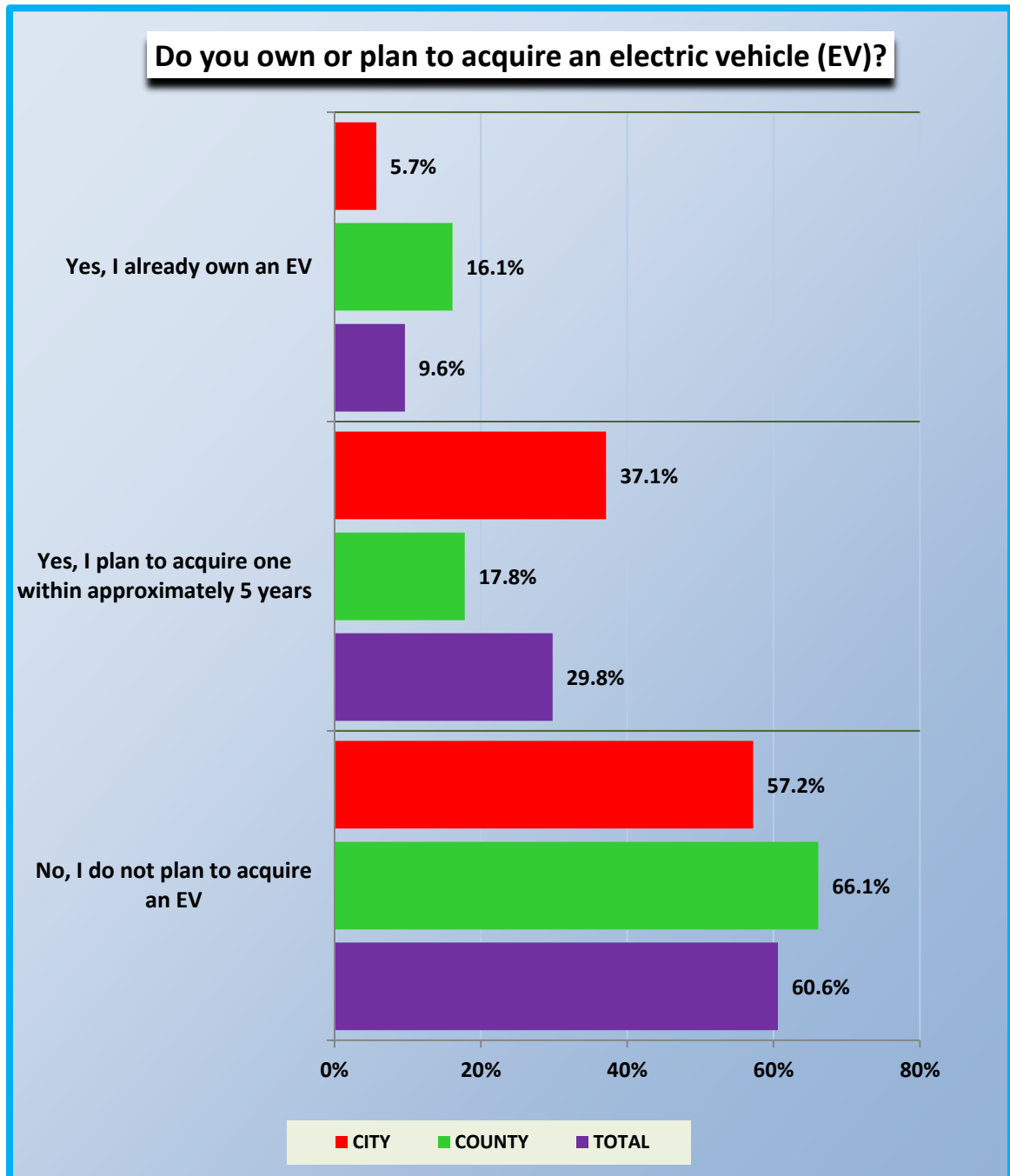
- Overwhelmingly their choice of a change is electricity (87.0%).





(Findings and Conclusions continued)

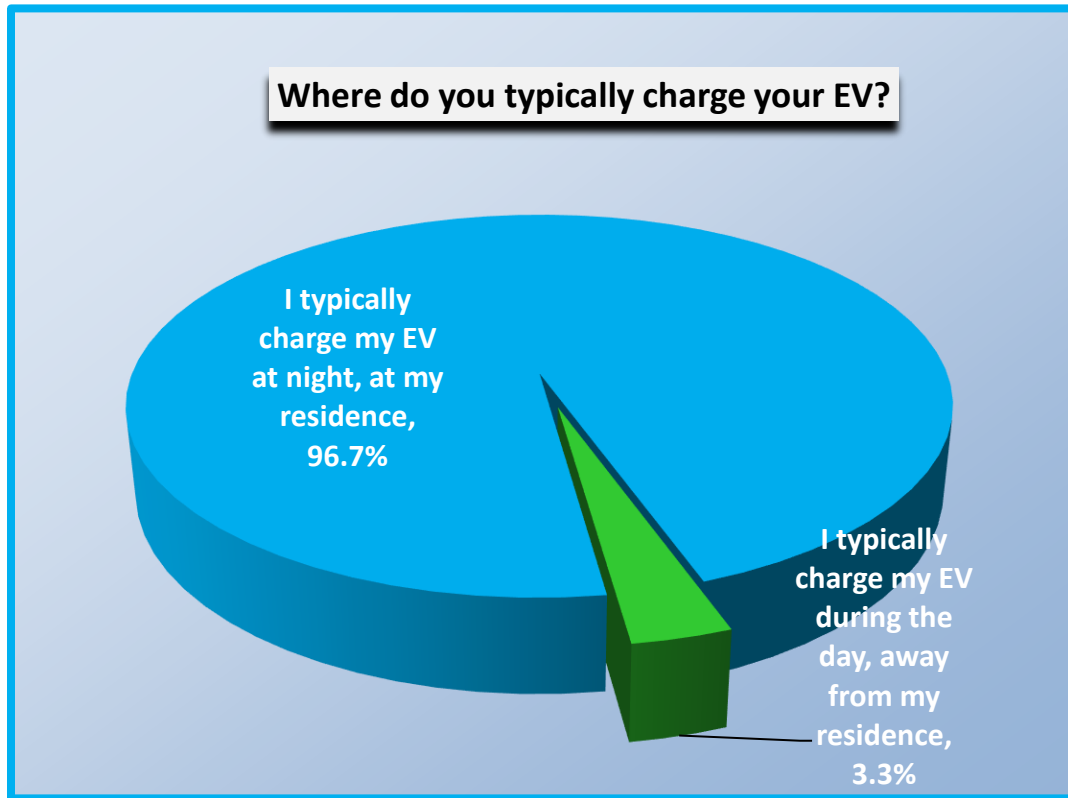
- 9.6% of the market completing the survey currently own an electric vehicle, and 29.8% plan to acquire one within five years.
- 60.6% of all respondents do not plan to acquire an electric vehicle.





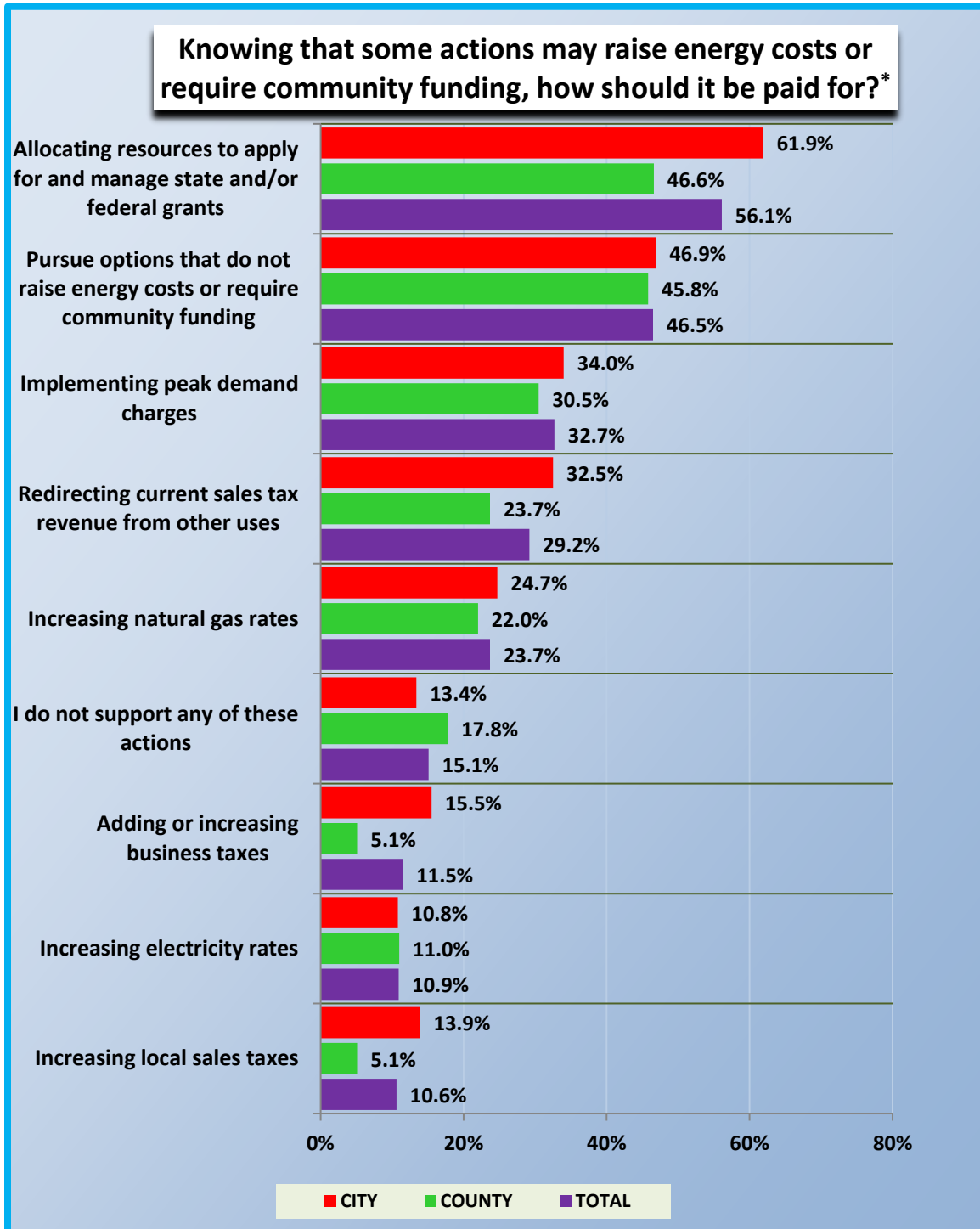
(Findings and Conclusions continued)

- All EV owners except one in this study charge their vehicle at night at their residence.



(Findings and Conclusions continued)

- Respondents were asked how rising energy costs due to the actions mentioned in this study should be paid for. A number of suggestions were provided with those most mentioned suggesting applying for state and/or federal grants and options that do not raise energy costs or require community funding.

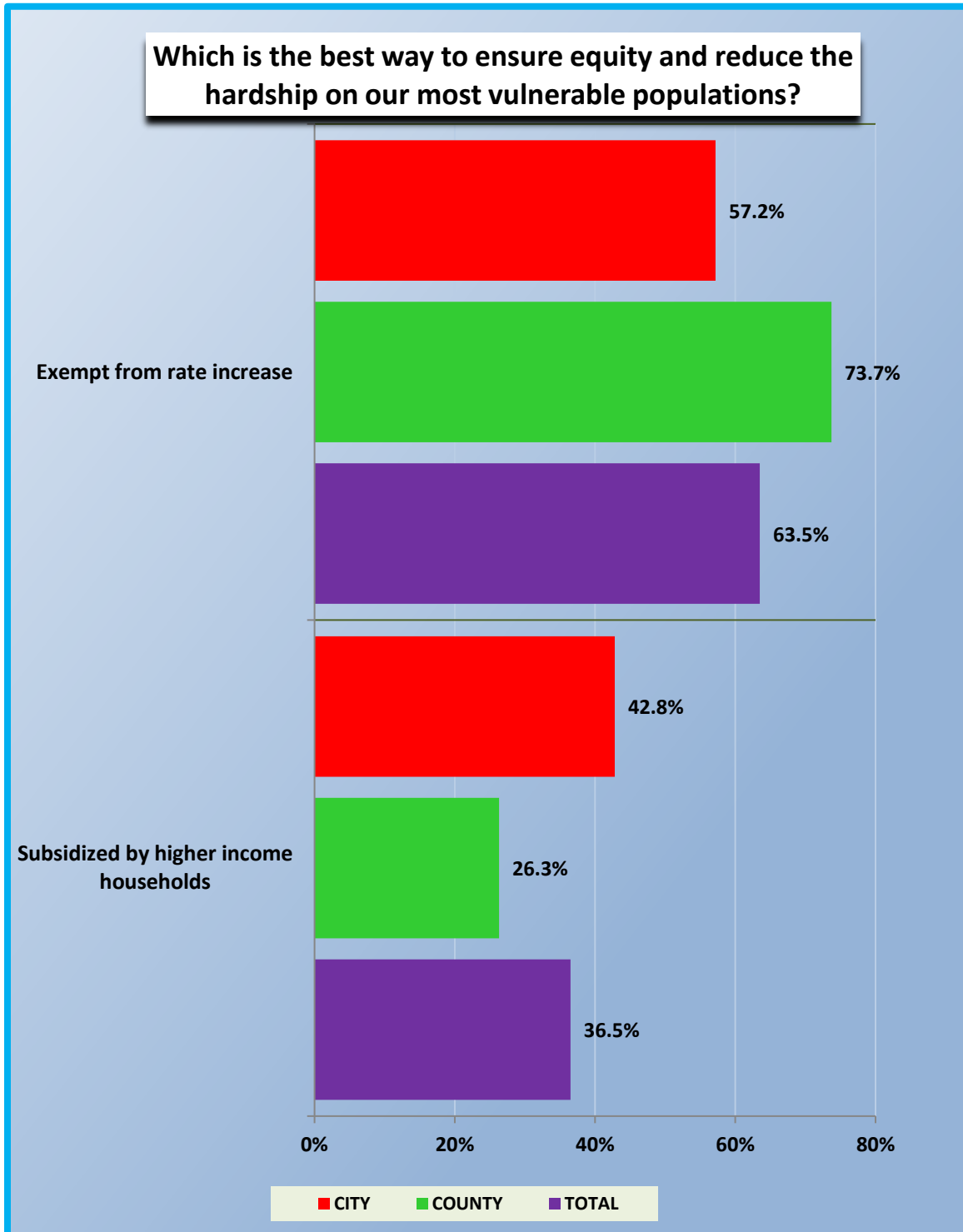


*Question allowed for more than one response
Percentages based on number of respondents



(Findings and Conclusions continued)

- Survey residents were asked what they feel is the best way to ensure equity and reduce hardship on vulnerable populations that cannot afford utility rate increases. Nearly two out of three responding (63.5%) believe that these vulnerable individuals be exempt from rate increases.





CRITICAL DATA STRATEGIES, LLC

City of Ellensburg

Executive Interview Findings – Top 10 Customers and Community Stakeholders

July – September 2023

CITY OF ELLENSBURG EXECUTIVE INTERVIEW FINDINGS

An integral part of the City of Ellensburg's overall sustainability and energy plan is receiving input from Ellensburg's business and community leaders to a number of current and future energy issues.

Critical Data Strategies LLC, a 37-year-old Spokane, WA based market research and planning firm was selected to conduct qualitative executive-style telephone survey interviews with leaders and decision makers.

A total of **11 respondents** completed interviews with Critical Data as follows:

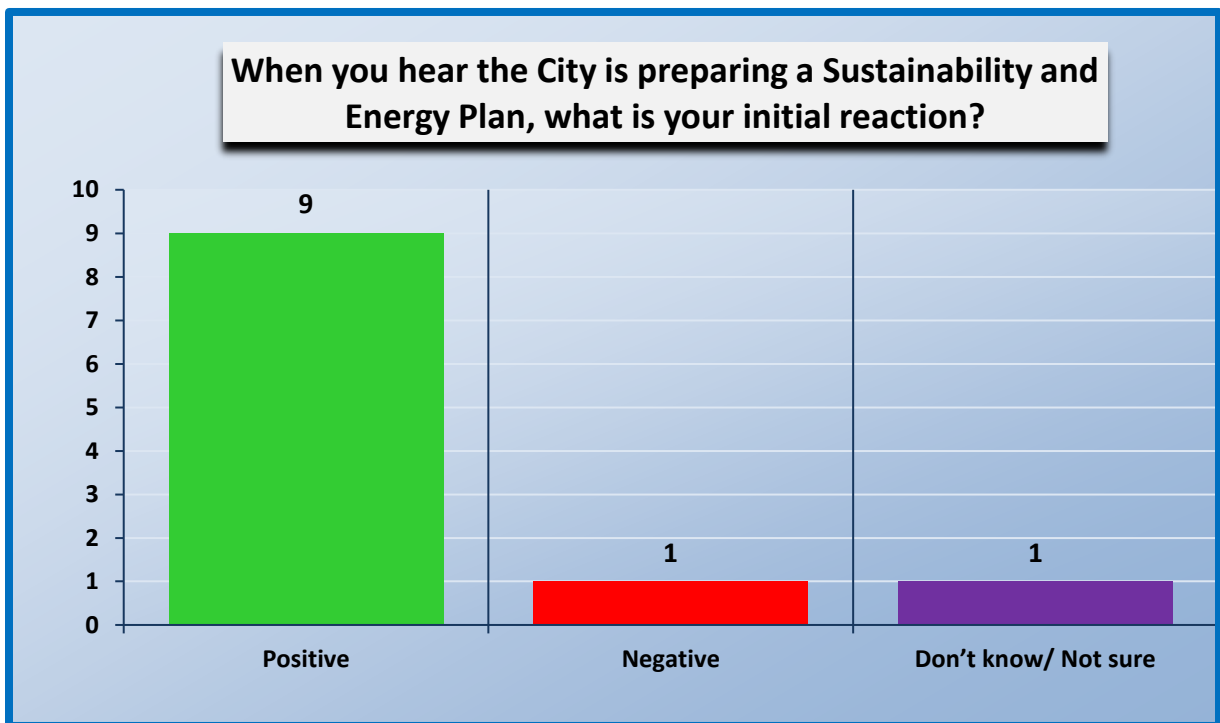
- Central Washington University (2x)
- Top 10 Utility Customers (6x)
- Community Stakeholders/Representatives (3x)

An additional six (6) community stakeholders/representatives and top 10 utility customers were unable to be reached despite multiple attempts.

Based upon these interviews, Critical Data has developed this report summarizing those executive interviews.

1). When you hear the City is preparing a Sustainability and Energy Plan, what is your initial reaction?

RESPONSE	TIMES MENTIONED
Positive	9
Negative	1
Don't know/ Not sure	1
TOTAL	11



(Question 1 continued, “When you hear the City is preparing a Sustainability and Energy Plan, what is your initial reaction?”)

CATEGORIES DEFINED

CATEGORY	RESPONSE
Don't know	I don't know enough of the details, or what it means.
Negative	We do have finite resources and that leads me to wonder if utility prices would increase because of that.
Positive	All I can say is “better late than never.”
Positive	Excitement and recognition to be in partnership with the City. We have already set goals and meetings, taking steps so we can work together, forming alliances to continue the sustainability and decarbonization of our community.
Positive	I hope my power gets cheaper.
Positive	I think it's a good idea, something that helps provide a sort of strategic design so it, which makes sense to me
Positive	I think it's a good project to work on.
Positive	I think they are looking for ways to reduce our carbon footprint and being more efficient.
Positive	It is in line with one of the projects we are working on.
Positive	Outstanding.
Positive	We are shoulder to shoulder with them on this journey, and we are excited to join them and help them meet the goals.

(Question 1 continued, "When you hear the City is preparing a Sustainability and Energy Plan, what is your initial reaction?")

1a). Is there anything that excites you about the City taking this step?

RESPONSE

Everything excites me about this plan. We must take climate change seriously, reduce all we can, and develop innovative ideas to get our climate under control. We have written into our laws.

I think it is a necessary step.

I think it's mostly similar to the way we worked with the City utilities in the past, so it's good.

I think we are definitely going in the right direction.

I'm not quite sure, I know I get my utility bill from Ellensburg, and as a major consumer, I would love to see something more efficient, more or different grants, community-wide work on wind, air, and solar.

Opportunity on a grand scale to contribute to decarbonization and being proactive, while being a model on what decarbonization can do, not only for the State of Washington, but for other cities and states, and to be a model in advancing geothermal as a heating and cooling source. I also think about our role in wind and solar, and I think about the structure of solar and accelerating our pace to decarbonize. I can see our further amplification in this area.

Reducing our carbon footprint is a good idea.

That they are actually doing something and thinking pro-actively.

The fact that they are looking at sustainability, because over time, we will all have to consider ways to sustain energy.

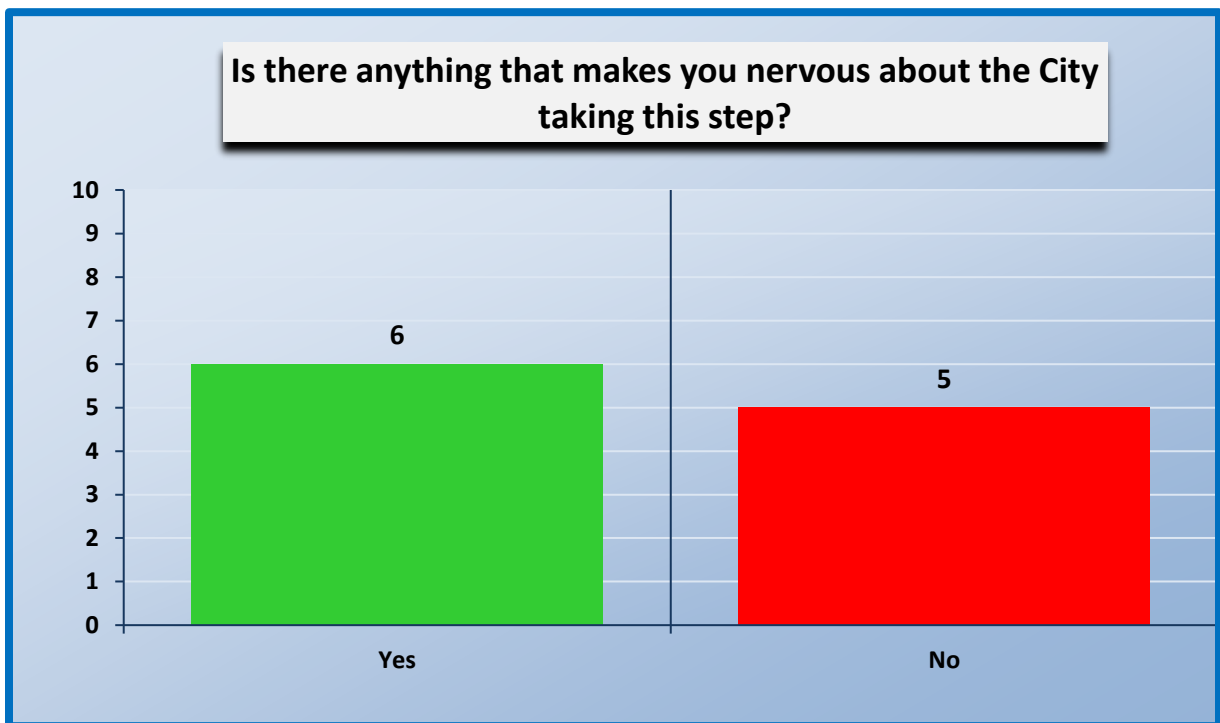
We don't know exactly what the City is doing or planning on doing.

Yes, it definitely does. We live in a rich environment, as far as solar energy and the utilization of it is concerned. We are already doing it, but we could be expanding it. We are surrounded with wind farms, but we could be doing more with solar.

(Question 1 continued, “When you hear the City is preparing a Sustainability and Energy Plan, what is your initial reaction?”)

1b). Is there anything that makes you nervous about the City taking this step?

RESPONSE	TIMES MENTIONED
Yes	6
No	5
TOTAL	11



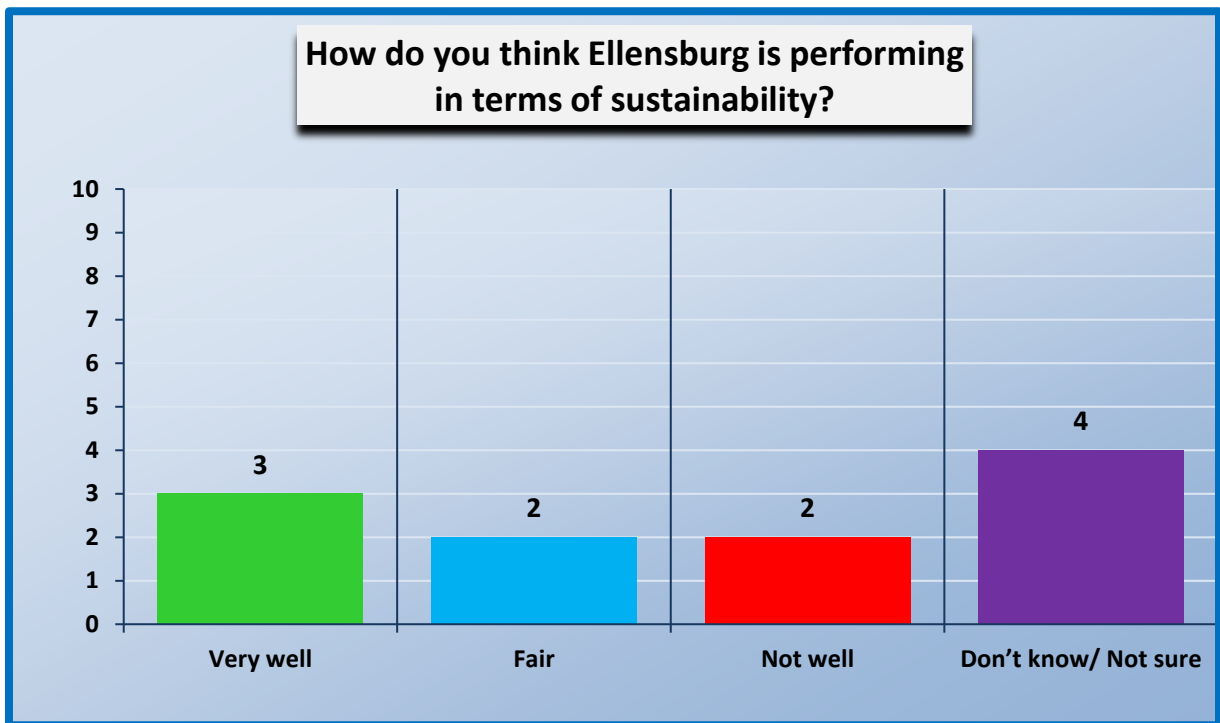
(Question 1b continued, "Is there anything that makes you nervous about the City taking this step?")

CATEGORIES DEFINED

CATEGORIES	RESPONSE
No	No, nothing I can think of.
No	No.
No	No.
No	No. I think exploring options is the right thing to do.
No	Not at this time.
Yes	All the requirements and red tape that we have to go through.
Yes	Just the specter of over-regulation.
Yes	My concerns lie with the State and what they will fund, because without maximum funding, we will not be able to support the expectations of the City. The state will have to step up to the plate.
Yes	One point is the timeline relative to state legislation and the ability to build to capacity for decarbonization.
Yes	Right now, it's very confusing
Yes	What makes me nervous is what generally happens with government led initiatives, they get watered down or forgotten. They spend a lot of time discussing and planning, and then nothing happens. I would like to see discussion and the measurable progress; make a plan, put it down on paper, and then follow through.

2). How do you think Ellensburg is performing in terms of sustainability?

RESPONSE	TIMES MENTIONED
Very well	3
Fair	2
Not well	2
Don't know/ Not sure	4
TOTAL	11



3). What are some sustainability successes you've noticed and where do you think there are opportunities to do more?

RESPONSE

Creating a plan that focuses on sustainability is a good beginning.

Funding is definitely needed. Great plans and ideas are just that, and they must be put together and finalized. However, the biggest opportunity will be tons of grants that are available, like parking lot charging stations, and some of the conversions from certain natural gas to electricity; leverage grant dollars to help with that.

Promoting bicycle riding and promoting central transit systems.

Solar power seems to be doing well, and we have some businesses that are starting to look at solar. I think the public should be educated on all levels of compostables.

The City of Ellensburg has done a great job with solar and wind, and we are building to meet standards.

The City should be thinking about more solar, but the City owns the utility, so every time someone goes solar, the city loses money, and the City goes toward gas instead of moving closer to electric. They must figure out a way to encourage more renewables.

The wind tunnels are a success. I see more potential for wind because there are more open hills that can be used.

There are some businesses in Ellensburg that seem to create a ton of garbage. I think it is okay to charge or penalize businesses who are thoughtless about renewables.

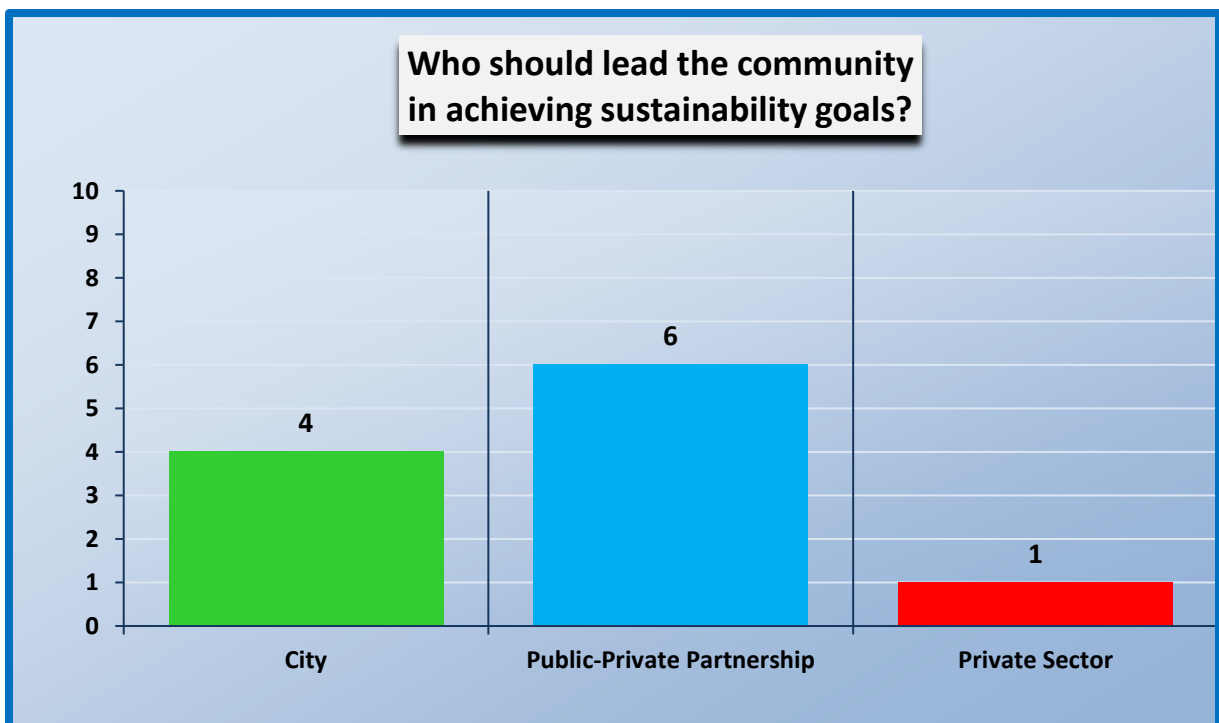
There is a lot of sustainability programming in the community. We have bike friendly paths, a good trail system, and we are working in geothermal and solar areas for improvement. I think we should just deepen and improve what we have in front of us, working to accelerate in all the area.

We've done a lot of energy projects to reduce usage.

Windmills and solar, but, if possible, I think the City should definitely look into geothermal wells.

4). Do you feel the City should lead the community in achieving sustainability goals, or should it be a responsibility of the private sector?

RESPONSE	TIMES MENTIONED
City	4
Public-Private Partnership	6
Private Sector	1
TOTAL	11



(Question 4 continued, “Do you feel the City should lead the community in achieving sustainability goals, or should it be a responsibility of the private sector?”)

CATEGORIES DEFINED

CATEGORY	RESPONSE
City	City is the one in charge of the wind tunnels and the dam, so I think they should lead.
City	City should set an example. When we have our events, we have refill stations for water, but when there are other events in the community, there are no refill stations or recycle bins for empty water bottles or recycle trash. When we do our events, we avoid plastic water bottles. I think the City should partner with waste management to award businesses with a “Golden Dumpster Award” for using the most compostables or having a recycle bin or a refill station. I also think the City and waste management could have community programs to encourage clean energy, recycling and compostables.
City	No, the City is the given utility provider, and the government should lead, providing incentives, and issuing fines and fees for those who misuse.
City	The City should definitely take the lead.
Private Sector	I think it should fall more toward the private sector, just keeping in line with the core concepts of the government.
Public-Private Partnership	I would actually meet somewhere in the middle, public/private combination. It must be a recognized partnership across all parties.
Public-Private Partnership	It should be a partnership between the City and the business community. Yes the City will have to take the lead, and absolutely it will require our business community to step up. We all have to work together because it is that important.
Public-Private Partnership	Partnership is the way to go. The City is the regulatory, and as such, should lead that way, while building a strong partnerships with the businesses as well as with the community.
Public-Private Partnership	The City definitely has a leadership role and should partner with the private sector. The City won’t be able to do it alone.
Public-Private Partnership	The City should lead the community, but a private/public partnership, private by-in, would be a good thing. However, there must be more outreach to educate the population to the changes, simply because most are not aware of any of the changes.
Public-Private Partnership	Well, I see both sides. I think the private side should do their part as much as possible, but I’m not too sure how import it is to the private sector so it should be on the City.

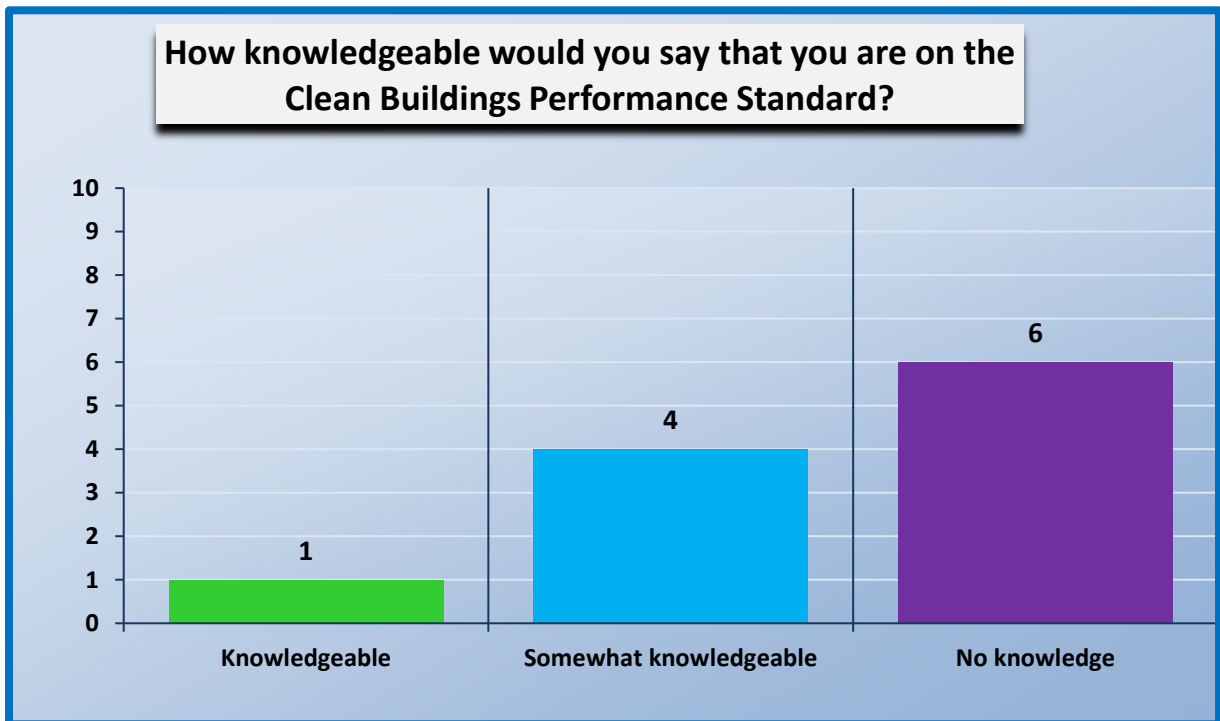
5). Where do you see opportunities for the organization you represent to partner with the City to achieve sustainability and energy goals?

RESPONSE
Continue to reduce our energy usage.
Habitat conversation and education. Promoting conservation and addressing the issues.
I would supply charging stations, partner with grants, and find energy efficiency programs that we can tap into.
Look into possibly installing solar panels on our roof.
Much is already taking place and we continue our meetings and working toward mutual goals. Our central focus is building a master plan that will assure the City will meet its goals.
Simple things as energy efficient window replacement, heating and cooling systems upgraded, and perhaps irrigation, if there is a better way to water your property.
Sustainability both fiscal and otherwise. We have regular meetings with common goals to reduce our energy consumption and our carbon footprint.
We can definitely be supportive in achieving those goals.
We can educate and help promote education and communication. I also think the City and waste management could partner with the big hospital and the college, just to make sure they are as green as they could be.
We need the State to step up.
We will continue to increase partnership when appropriate.

6). How knowledgeable would you say that you are on the breadth of legislation recently passed in WA state impacting energy in general?

a. Clean Buildings Performance Standard

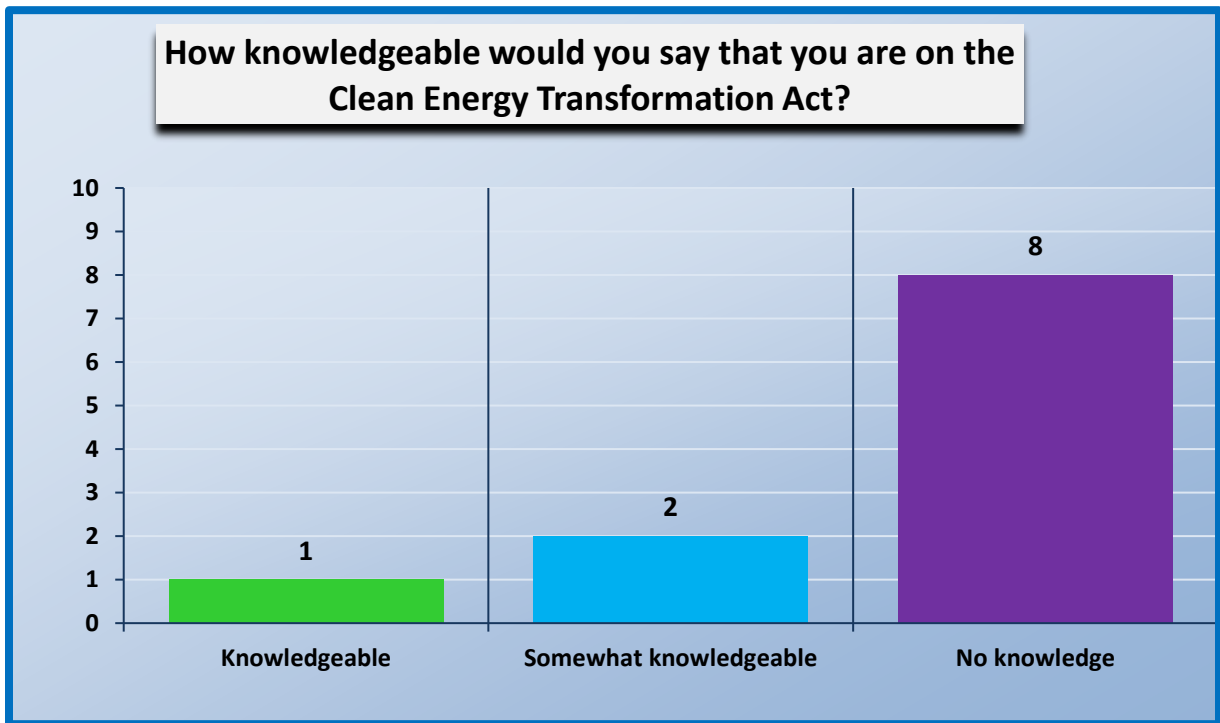
RESPONSE	TIMES MENTIONED
Knowledgeable	1
Somewhat knowledgeable	4
No knowledge	6
TOTAL	11



(Question 6 continued, “How knowledgeable would you say that you are on the breadth of legislation recently passed in WA state impacting energy in general?”)

b. Clean Energy Transformation Act

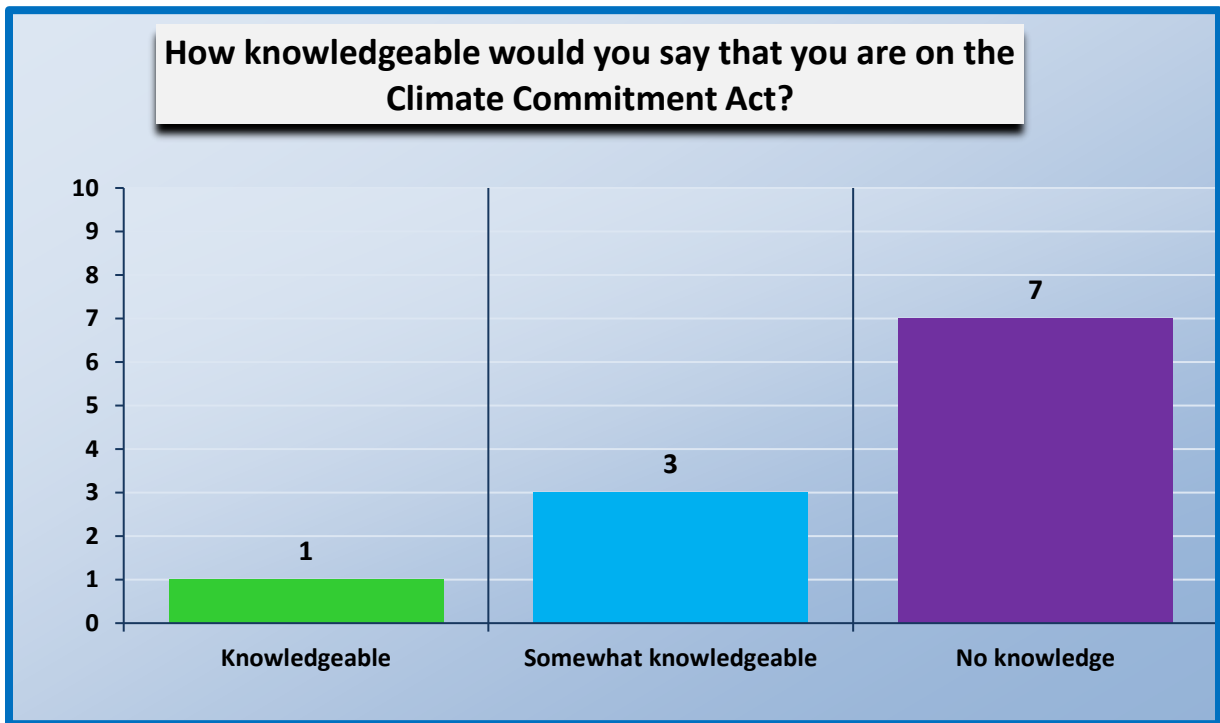
RESPONSE	TIMES MENTIONED
Knowledgeable	1
Somewhat knowledgeable	2
No knowledge	8
TOTAL	11



(Question 6 continued, “How knowledgeable would you say that you are on the breadth of legislation recently passed in WA state impacting energy in general?”)

c. Climate Commitment Act

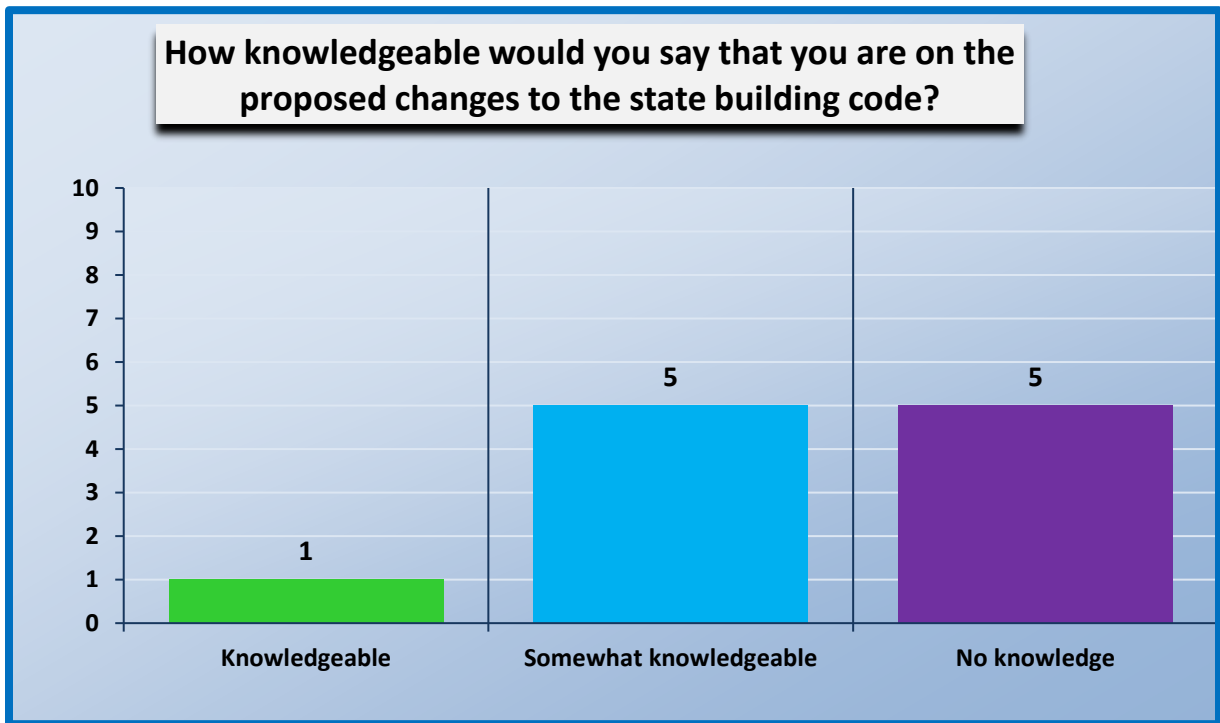
RESPONSE	TIMES MENTIONED
Knowledgeable	1
Somewhat knowledgeable	3
No knowledge	7
TOTAL	11



(Question 6 continued, “How knowledgeable would you say that you are on the breadth of legislation recently passed in WA state impacting energy in general?”)

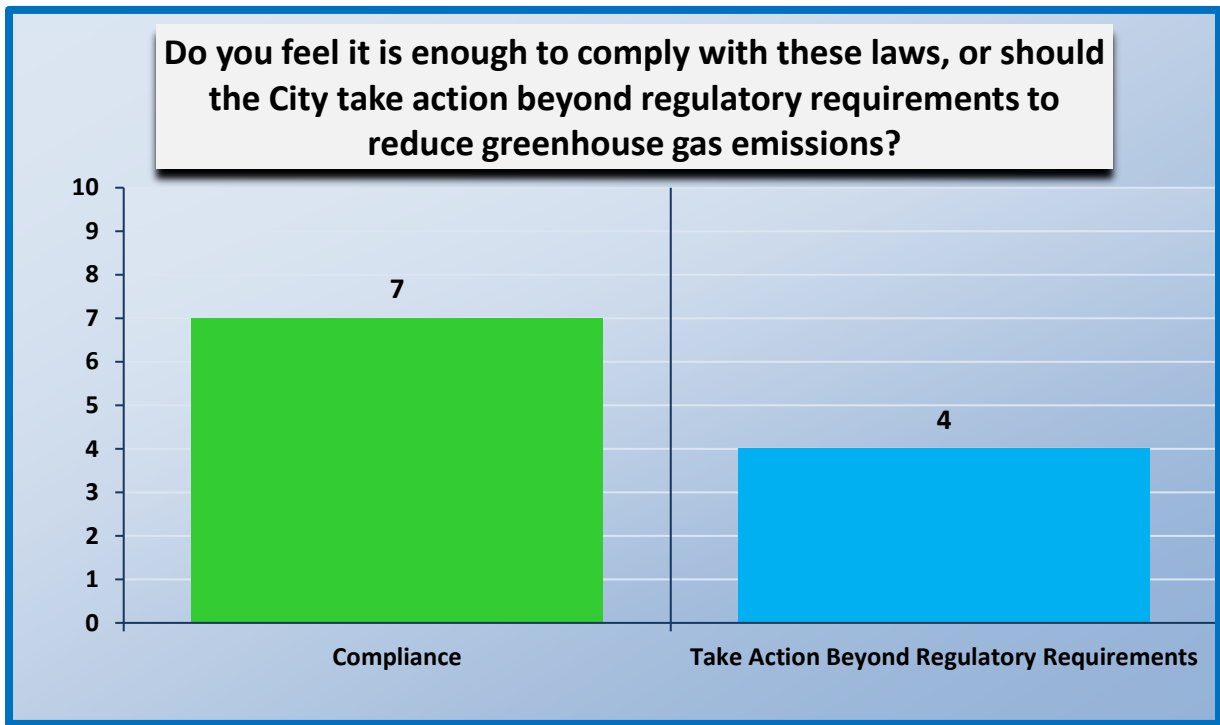
d. Proposed changes to the state building code

RESPONSE	TIMES MENTIONED
Knowledgeable	1
Somewhat knowledgeable	5
No knowledge	5
TOTAL	11



- 7). By complying with the state's new laws and building codes, it is estimated that by 2037 the City's emissions will be half of what they are today. Given this, do you feel it is enough to comply with these laws, or should the City take action beyond regulatory requirements to reduce greenhouse gas emissions?

RESPONSE	TIMES MENTIONED
Compliance	7
Take Action Beyond Regulatory Requirements	4
TOTAL	11



(Question 7 continued, “Do you feel it is enough to comply with these laws, or should the City take action beyond regulatory requirements to reduce greenhouse gas emissions?”)

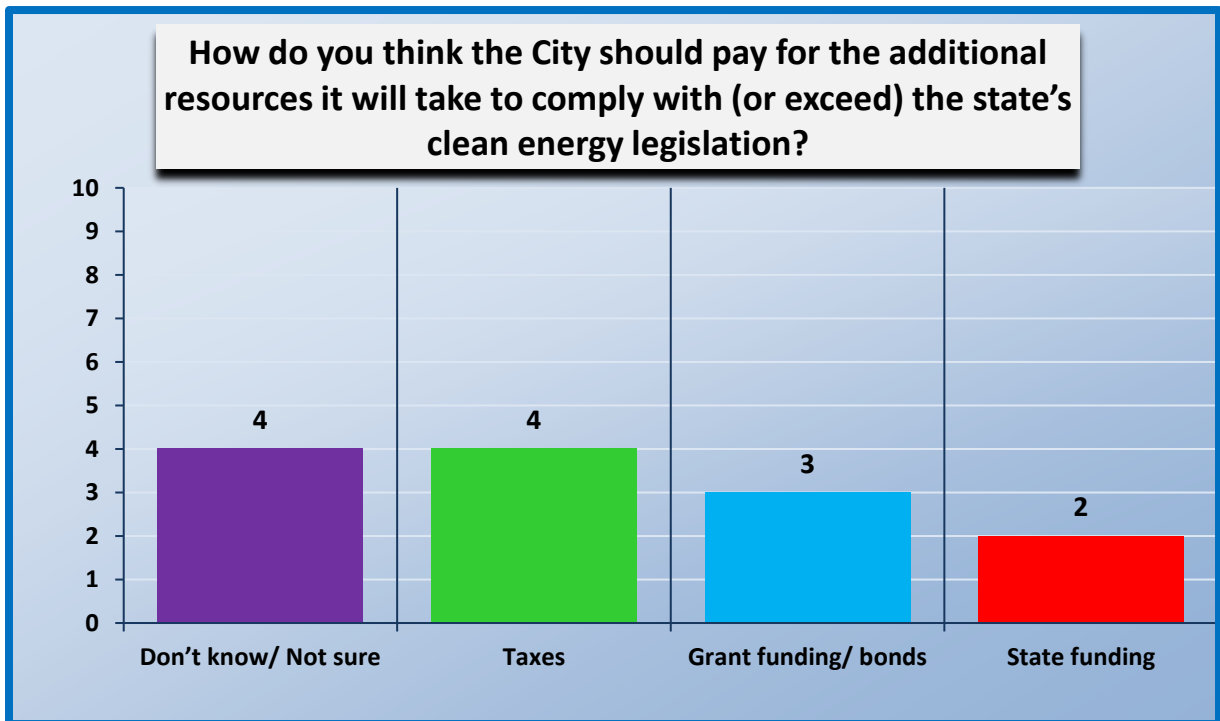
CATEGORIES DEFINED

CATEGORY	RESPONSE
Compliance	I think compliance with these laws is good enough.
Compliance	I think for now, compliance is enough, decreasing by 50% is enough for now. I also believe doing more has hazards.
Compliance	I think it is enough for the City to comply with laws, and I don't think it's needed for them to go beyond. The City compliance is more than enough.
Compliance	I think it will work with commercial businesses, but I don't see that hitting homeowners, nor schools. More education would be needed on that level, both for the homeowner and the student.
Compliance	I think it would be entirely fitting for Ellensburg to use the state standard as a base for water and energy and build on it.
Compliance	I think we should start where we are, build on it, and continue doing better. Just build on what you have already started.
Compliance	I'm not fully familiar with it, so what I would say is just focus on the law.
Take Action Beyond Regulatory Requirements	I think we should all be continually thinking about maximizing decarbonization levels and reducing greenhouse gas emissions.
Take Action Beyond Regulatory Requirements	The City should move beyond just compliance. The thing is, when you try to please everyone, you wind up not pleasing anyone. Take action and let our City be the leader in the state.
Take Action Beyond Regulatory Requirements	To an extent I suppose, since parts of the city has utilities, and I would offer more incentives, beyond what they already do.
Take Action Beyond Regulatory Requirements	We are one of the largest consumers in the City. We should meet and possibly exceed the goals, but what is the State going to do?

8). How do you think the City should pay for the additional resources it will take to comply with (or exceed) the state's clean energy legislation?

RESPONSE	TIMES MENTIONED
Don't know/ Not sure	4
Taxes	4
Grant funding/ bonds	3
State funding	2

**Question allowed for more than one response*



(Question 8 continued, “How do you think the City should pay for the additional resources it will take to comply with (or exceed) the state’s clean energy legislation?”)

CATEGORIES DEFINED

CATEGORY	RESPONSE
Don't know/ Not sure	I don't have a comment on that.
Don't know/ Not sure	I really don't know. This is above my pay grade.
Don't know/ Not sure	It's not fair to impose levies on those who do not consume energy.
Don't know/ Not sure	What I am not is a City finance expert; I don't have any knowledge regarding the City's finance to comment to fully answer the question.
Grant funding/ bonds	The City has been terrible taking advantage of grants. They haven't had a dedicated department to secure resources, and they tend to rely on utility funds which is not working. They need a dedicated staff to find all the resources and grants that are out there, because there are a lot, they just need a staff to keep looking for them.
Grant funding/ bonds & Taxes	Energy surcharges against grants. I think climate change is an existential threat, and I'm willing to pay for it.
Grant funding/ bonds & Taxes	They would have to search out some bonds, or raise taxes, either on items or property. I am not a fan of raising taxes, but is there another way, I don't know – perhaps the City has some other ideas.
State funding	I don't think the City will have to do much if the State takes care of us.
State funding	I would hope the City would search for grant funding from the state or government, and not raising taxes.
Taxes	I don't know, I'm guessing taxes, but I would reach out to the community on that and maybe put it up for a vote.
Taxes	I think it would be great if somehow, they could make money generated from recycling and provide the money necessary for the additional resources. Otherwise, I'm afraid you're looking at taxing.

9). To what extent does your business encourage the use of alternative transportation for your employees?

RESPONSE

Figuring that out is a journey and not a destination. I think exploring micro mobility options would be a good plan.

I walk to work every day, and the company has provided cycles to go between buildings. We are looking to get an electric van for those who commute a distance.

We are designated a walkable and bikeable community. We have a national bike to work day, and I would like to see signage for bike and walk advertising. Maybe a reward to walk or bike to work could be an incentive.

We are doing very little regarding that right now.

We could do a whole lot better in encouraging that.

We do encourage carpool, riding bikes, or walking.

We don't. We encourage saving energy, but not with transportation.

We encourage alternative transportation.

We have programs in place.

We offer free electric charging stations for employees who have electric vehicles, we are trying to purchase electric vehicles, and we encourage walking.

Zero percent for the employees. I just want them to get to work and I don't push them how they do it. We support the carpool program, and we allow them to park in our parking lot, so we support the ride share program.

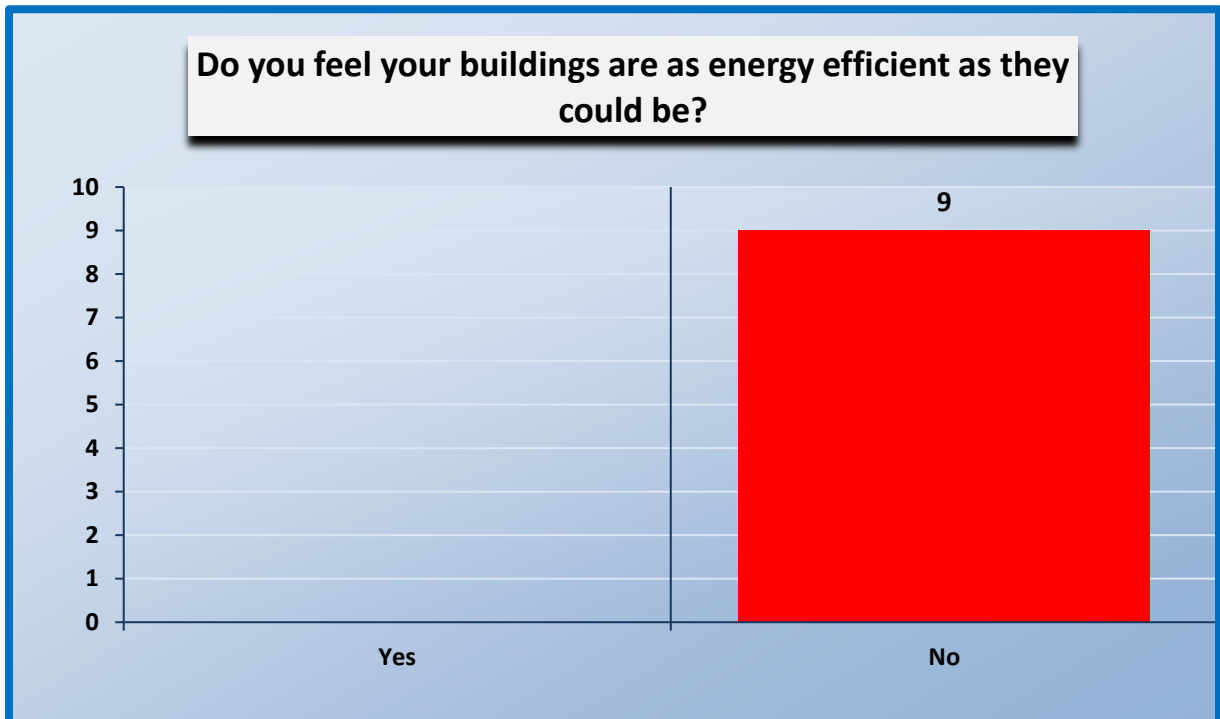
10). Is there anything the City could do to increase the use of alternative transportation?

RESPONSE
Bike lanes to make bike travel safer.
Ellensburg is already an alternative friendly city, but it would be nice to create a walkable downtown area, no car access, pedestrian access only.
I think a more comfortable answer in terms of process would be to identify what is working well and areas of improvement.
I think they should try to adequately get the word out, perhaps through advertising.
I'm not aware of anything.
Look at bus service improvements. Perhaps add more routes and easier access.
That is a City's responsibility, and I think the City has done a good job.
The bus system is pretty good, and I've heard it has improved, but we could do more. We have a great bus system that could be expanded.
There are buses traveling around town that should be electric, making the City biking paths as friendly as possible, create more room for walking and bicycling, and along with City buses being electric, provide grants for electric school buses.
We have worked with the City to encourage additional bus stops.
We partner with the City on the central bus system, and we have employees who travel by and use the bus system to/from Yakima. That transit system travels between the two cities. Perhaps the City could partner with other communities to expand the bus systems. I think that would help.

11). Do you feel your buildings are as energy efficient as they could be?

(ANSWERED BY COMMUNITY STAKEHOLDERS AND TOP 10 UTILITY CUSTOMERS ONLY)

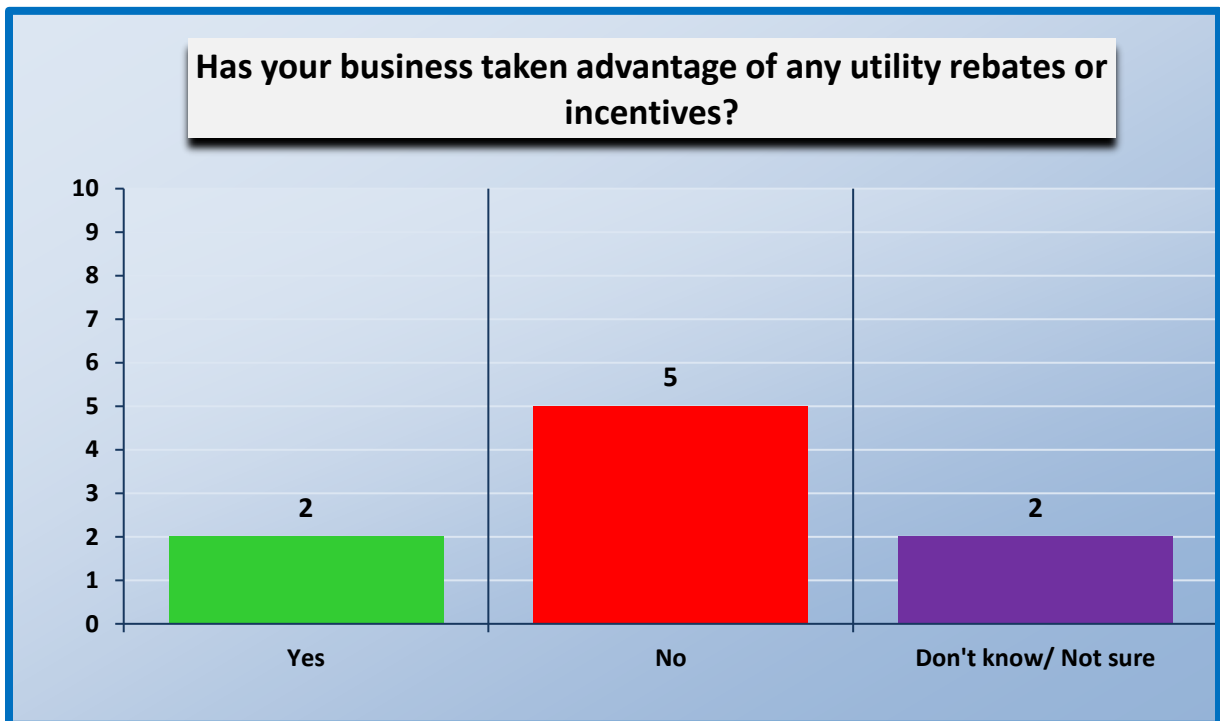
RESPONSE	TIMES MENTIONED
Yes	0
No	9
TOTAL	9



12). Has your business taken advantage of any utility rebates or incentives? Are there any additional incentives would compel you to make additional improvements?

(ANSWERED BY COMMUNITY STAKEHOLDERS AND TOP 10 UTILITY CUSTOMERS ONLY)

RESPONSE	TIMES MENTIONED
Yes	2
No	5
Don't know/ Not sure	2
TOTAL	9



(Question 12 continued, “Has your business taken advantage of any utility rebates or incentives?”)

RESPONSES

Q12 RESPONSE	COMMENT
Yes	We are currently working to upgrade boilers, windows, with more upgrades throughout our entire facility.
Yes	We have used some incentives that seem to help out our strategic energy incentives.
No	I don’t know if any of that is available to us.
No	I’m not aware of any rebates we could use.
No	We have not. If there were grants available, we would try to leverage those.
No	We rent our office space. I personally purchased a hybrid water heater and took advantage of the incentive.
No	We rent, and I don’t know what the property owner has done in the regard. Perhaps the City could educate property owners and provide them with alternative energy solutions.
Don’t know/ Not sure	I don’t know, because this is not within my area of control.
Don’t know/ Not sure	That is a corporate office question.

- 13). Washington State now requires natural gas utilities, including the City of Ellensburg, to purchase carbon allowances and reduce their demand by 7% annually through 2030. Proposed changes to the state's building energy code will promote switching to electricity, but the City utility will not achieve this target without taking additional actions. How do you think the City utility should address this issue?

RESPONSE
Buildings that turn everything off by 5pm and solar power options.
Find alternative income sources for the City.
Get in front of property buyers, builders, areas like that, and offer incentives to follow guidelines.
I have no comment.
I have no idea.
I think the City should be working with the large consumers in the City to find ways that they could be more efficient.
I'm not in favor of it, simply because it won't work and it's not worth the time and effort.
If the State provides the funds we need, the City will be on target, if the state moves quickly. City taxes have been raised. Why not use that tax to help with what we need?
Lean on the energy experts and City consultants to do that part.
Take additional actions, whatever it takes, raising rate on high users, having a premium on excess, and extreme over usage.
They should try to make it a legislative issue, and it should be a priority because something like that takes a long time. Start with elected officials and work to fix it that way.

13). Is there an established timeline to electrify CWU's fleet? If so, what is that timeline?

(ANSWERED BY CENTRAL WASHINGTON UNIVERSITY RESPONDENTS ONLY)

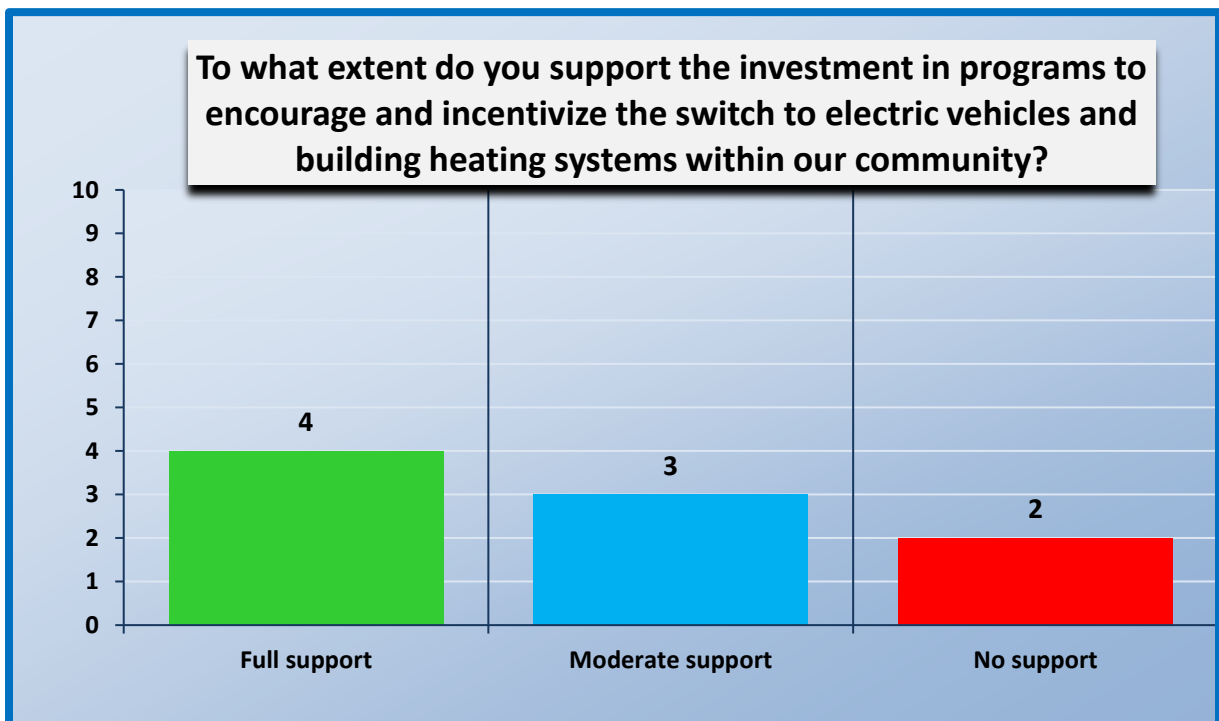
RESPONSE

We do not have an established timeline, but we started the process.

14). To what extent do you support the investment in programs to encourage and incentivize the switch to electric vehicles and building heating systems within our community?

(ANSWERED BY COMMUNITY STAKEHOLDERS AND TOP 10 UTILITY CUSTOMERS ONLY)

RESPONSE	TIMES MENTIONED
Full support	4
Moderate support	3
No support	2
TOTAL	9



(Question 14 continued, “To what extent do you support the investment in programs to encourage and incentivize the switch to electric vehicles and building heating systems within our community?”)

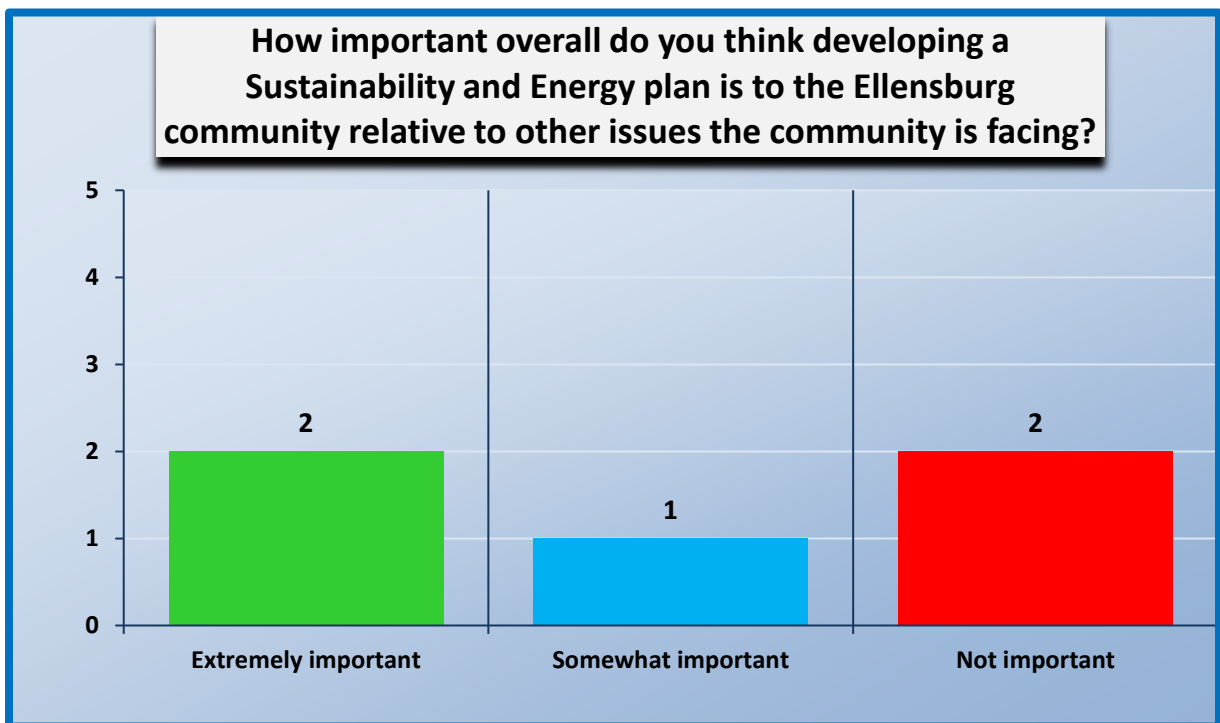
CATEGORIES DEFINED

CATEGORIES	RESPONSE
Full support	Totally.
Full support	We’ve been putting out electric vehicles and adding many charging stations for our vehicles.
Full support	100%, no, 150%.
Full support	90%. I would say 100%, but there should be no such thing as 100%.
Moderate support	I support the need to keep the ball moving forward.
Moderate support	My support of that is moderate, however, my support grows as technology gets better.
Moderate support	The only way you can incentivize those kinds of programs is through tax breaks or cash, the same way it works in other utility programs.
No support	I do not support the switch to electric vehicles. I think encouraging and incentivizing just looks like the government is forcing it on us. It should be a choice.
No support	I have no problem with natural gas, but I have a problem with how much it costs to replace the electric vehicle battery and what it does to the land fill when it’s discarded. I think we should invest in different kinds of fuel, like grain, because we are not ready for electric vehicles. We only have two charging stations, and I don’t support putting in more charging stations at this time. We are not ready for electric vehicles.

15). How important overall do you think developing a Sustainability and Energy plan is to the Ellensburg community relative to other issues the community is facing?

(ANSWERED BY CENTRAL WASHINGTON UNIVERSITY
AND COMMUNITY STAKEHOLDERS ONLY)

RESPONSE	TIMES MENTIONED
Extremely important	2
Somewhat important	1
Not important	2
TOTAL	5



(Question 15 continued, “How important overall do you think developing a Sustainability and Energy plan is to the Ellensburg community relative to other issues the community is facing?”)

CATEGORIES DEFINED

CATEGORIES	RESPONSE
Extremely important	For me, it's #1, it is the most important issue period.
Extremely important	The sustainability and energy plan is one of our top five priorities.
Not important	I don't think general populus sees it as super important.
Not important	We need an infrastructure for internet, and I think more effort should be spent developing that infrastructure for the internet. Solar and natural gas are at the very bottom of my list, and electric cars are even lower. Teaching people how to garden and no till agriculture is more important.
Somewhat important	The challenge is why do we need to rank them? Why can't it all be parallel with poverty, sustainability, green energy, etc.

16). What one thing would you like to ensure the City considers as they plan for a sustainable future for Ellensburg?

*(ANSWERED BY CENTRAL WASHINGTON UNIVERSITY
AND COMMUNITY STAKEHOLDERS ONLY)*

RESPONSE

Education is what my organization does, saving energy, recycling, conservation. We tell people to think of ways to save energy. Adults are a lot harder to teach or change their actions. I love the carrot idea, offering incentives, but the City is to lead and govern, not be passive. The City needs to regulate and educate. Build solar panels over the parking lots – that is a lot of wasted space which could collect energy and keep the cars cooler, an added benefit. We are not looking for City reports that feel good, but progressive and aggressive ways to handle our sustainability and energy plan, progress or not, and also, what to do about land fill and recycle.

Having them know the University is partnered with the City, leveraging technology and decreasing the carbon footprint. The City has access to expert faculty and staff to partner with City experts to accelerate decarbonization.

I would like them to know how incredibly important this work is and how supportive we are for the City of Ellensburg and its future.

No plastic bags in any retail or grocery store, only reusable bags, take away plastic straws, build on using more solar energy, teaching businesses how to divert out of landfill and all take out containers should be compostable. Look into public transportation running at more frequent hours and better routes. I'm the only business that has a recycle bin in the alley next to our building, and there are no others around, and no compost bins either. Who knows if KBH hospital composts and recycles – how green is the hospital.

Years ago, they used to have energy rebates or incentives, like if you upgraded to better, more efficient refrigerator, stove, etc., something along those lines, or a type of tax deductible for items like that, within a reasonable upgrade, not something like a \$10,000 upgrade or above.



CRITICAL DATA STRATEGIES, LLC

City of Ellensburg

CETA Interview Findings – Community Organizations

July – August 2023

CITY OF ELLENSBURG EXECUTIVE INTERVIEW FINDINGS

COMPLETED INTERVIEWS

ORGANIZATION	CONTACT
Allied People Offering Year-Round Outreach (APOYO)	Stefanie Wickstrom
Ellensburg DEI Commission	Nancy Goodloe
Friends in Service to Humanity (FISH)	Peggy Morache
HopeSource	Andrew Lyons
Kittitas County Habitat for Humanity	Stephanie Bohman
Kittitas County Veterans Coalition	Dave Sturgell
Kittitas Early Learning Coalition	Michelle Cawley
WorkSource Kittitas County	Elise Rel

INTERVIEWS NOT COMPLETED

ORGANIZATION	CONTACT
Community Health of Central Washington	Angela Gonzalez

1). Based on your experience with the community members your organization serves, what factors would you say define the most vulnerable populations within the City of Ellensburg?

RESPONDENT	RESPONSE
Allied People Offering Year-Round Outreach (APOYO)	Off the top of my head, poor housing, inability to pay the bills, also, with the wildfires, people don't have quality filters in their homes which means poor air quality in their homes. Most low-income families have poor heating units and no air conditioning. Communication and linguistic isolation presents difficulties, and they try to pay the full amount of their utility bill while living day to day, because they are not aware of programs that could help them.
Ellensburg DEI Commission	Low-income people, people with disabilities, mental and physical, and within that cross-section, are the Hispanics.
Friends in Service to Humanity (FISH)	Our primary population would be our seniors. The cost of living is incredibly high and many of our seniors are on a fixed income, mostly Social Security, and I have statistics to back it up. We do not have a lot of industry in Ellensburg that would afford retirement income, so it's mostly Social Security that sustains the seniors. There are some families that move from Seattle, selling their home at a high price, then come here, spend half of that income on housing in Ellensburg, and use the rest as a retirement fund, but most of our seniors do not have that option. Rentals have increased 35% and single family increased equally. It is very difficult for a young family, with both parents working, to get ahead, what with the high cost of housing, food and utilities. Ellensburg is the fastest growing community, housing is growing quickly, and prices reflect it.
HopeSource	One of the biggest challenges in our community is affordability in housing. It is difficult to find affordable housing that works and is a functional place to live. There are other issues of course, like childcare, access to mental health services, access to opportunities like recreation and education. We have some pretty good options for people in our little community, but we are still limited. We have strong public transportation, but given our rural nature, travel to places like Yakima, Spokane or Seattle for things like doctor appointments, could be costly, but there is that option.
Kittitas County Habitat for Humanity	• Low-income families: These families often have one or more working adults, but their wages are not enough to cover the high cost of housing in Ellensburg. • Single-parent families: Single-parent families are particularly vulnerable housing insecurity, as they often have one income to support multiple people. • Renters: Renters are more likely to be housing insecure than homeowners, as they have less control over their housing costs and are more likely to be displaced by rising rents. • People with disabilities: People with disabilities may have difficulty finding and maintaining affordable housing, as they may need accessible housing that is not always available. • People of color: People of color are disproportionately represented among the homeless population in Ellensburg, and they may face additional barriers to accessing affordable housing.

Table Continued

(Question 1 continued, “What factors would you say define the most vulnerable populations within the City of Ellensburg?”)

TABLE CONTINUED

RESPONDENT	RESPONSE
Kittitas County Veterans Coalition	4,000 veterans or 7% of the population is where my interest lies. We have had a large demographic pump, and we have 1200 Vietnam vets that need help with medical appointments, housework, yard work, and even bathing, and additionally, the veterans in our county are significantly lagging behind the rest of the state. This is judged by 2 metrics. The first metric is if they aren't doing or getting wellness checks, they can't and don't succeed, and the second metric is the veteran receiving VA disability in our community is behind nationally and statewide. Our veterans are not being taken care of. Statewide, benefits are around 25% to 27%, but only 20% in Kittitas, Ellensburg only 20% while others 25%. Our vulnerable population is more likely to suffer homelessness, trouble with law, addiction, and 22 veterans commit suicide every day, and the number is not going down. Direct assistance can work, a fund from the county for grocery, gas, and utility bills. Over the last 2 years, the most pressing veteran needs is based on inflation, gas and utility; this is the most needed. Money for utility bills and auto gas is what is needed most.
Kittitas Early Learning Coalition	Income, housing, language, access to health care, transportation is an issue for some, but not the most important, and some mental health care and substance abuse are also issues.
WorkSource Kittitas County	Unemployment, high housing cost, low income, lack of the ability to pay their utilities, and extreme weather.

2). Recognizing that energy conservation helps the entire community, what additional strategies or actions do you think Ellensburg should consider when planning to achieve this target?

RESPONDENT	RESPONSE
Allied People Offering Year-Round Outreach (APOYO)	None of this, so far as I can see, has anything to do with the community we serve. People could research how to make homes more energy efficient. Communication is needed to instruct people regarding home audits. The district agencies dealing in energy audits should explain how it works, because when they come to homes, people don't understand and are afraid of the men with the "funny machines" and because they don't understand they back out. Communication in other languages is very important. We need more programs like HopeSource that can deal with varied languages. Landlords should be spoken to, especially central housing areas.
Ellensburg DEI Commission	There are struggles with that right now. I'm not sure I have any ideas, and the funding that we pay for the alliances, we get some of that back, and the attorney is looking for ways to use that money. 40% of our population falls in that rate class, and I know at least 30% have not signed up for it. We need a strategy to reach the population that does not apply.
Friends in Service to Humanity (FISH)	Not my area of expertise, just my opinion, about energy conversation; are they talking about changing from natural gas to electric? I had a conversation with a city council member, and I hear that the city is looking at a moratorium on using natural gas, and that would be a huge impact on the electric grid. Maybe there should be some consulting, because they don't have a plan. I do know that auto emissions are very high, which goes back to the county, because they just authorized 900 new housing units, and the auto impact will be outrageous which is a concern in the communities.
HopeSource	There is not a lot of information about conservation education, and that should be the strategy to make changes in living conditions. The building itself is part of the equation and the behavior and education of the people can influence the change as to how people use energy. It is not with just a sign or flyer to educate people, you need more robust, helpful suggestions to help them and show them the different ways to conserve that make sense to them. Included in the list of current strategies, full house weatherization should be a part of continued education and growth.

Table Continued

(Question 2 continued, “What additional strategies or actions do you think Ellensburg should consider when planning to achieve this target??”)

TABLE CONTINUED

RESPONDENT	RESPONSE
Kittitas County Habitat for Humanity	- Promote energy efficiency in new construction. The City of Ellensburg could require new construction to meet specific energy efficiency standards. This would help ensure that new buildings are more energy-efficient and use less energy over their lifetime. - Provide incentives for energy efficiency upgrades. The City of Ellensburg could offer financial incentives to homeowners and businesses that make energy efficiency upgrades to their homes and businesses. This would help to make energy efficiency more affordable and accessible to everyone. - Could you educate the public about energy conservation? The City of Ellensburg could launch a public education campaign to teach residents about the benefits of energy conservation and how they can make changes in their homes and businesses to conserve energy. Include the youth in this initiative by bringing an energy-saving competition to the Middle or High school programs. - Make it easier for residents to get energy-efficient appliances and products. The City of Ellensburg could partner with local retailers to offer energy-efficient appliances and products at a discounted price. This would help to make energy-efficient products more affordable and accessible to everyone. - Invest in renewable energy. The City of Ellensburg could invest in renewable energy projects, such as solar and wind power. This would help to reduce the city’s reliance on fossil fuels and create a more sustainable energy future. These are just a few strategies or actions Ellensburg could consider when planning to achieve its energy conservation goals. By taking these steps, the city can help to reduce energy costs, improve air quality, and protect the environment for future generations. In addition to the above strategies, Ellensburg could also consider the following: - Incentivize the use of public transportation and walking/biking. This would reduce the amount of energy used for transportation. - Develop a plan for managing energy demand during peak times. This would help to avoid blackouts and brownouts.
Kittitas County Veterans Coalition	Here is a crazy idea, it can be expensive, possibly not, I thought to cover parking lot with solar panels, which would protect cars and provide solar energy, and the city could negotiate lower rates. We have a lot of wind in Kittitas and we are lucky, because Kittitas County has numerous wind farms and we are very windy, and we see them everywhere. Back in 2015, there were many times on weekdays, that the fans were idle and they were only turned on in peak times. I see some worth of bringing the towers online more often, since we are richly blessed with wind farms that could be used more effectively and efficiently, especially during peak times.

Table Continued

(Question 2 continued, “What additional strategies or actions do you think Ellensburg should consider when planning to achieve this target??”)

TABLE CONTINUED

RESPONDENT	RESPONSE
Kittitas Early Learning Coalition	The city should be looking at people who live in low income housing, such as trailers, have window fans/air conditioners, and also people who live in travel parks, which are fire hazards. The windows and doors are not efficient, electric outlets are dangerous, and those places use a lot of energy because of the inefficiency of the trailer. I talked to a checker at a grocery store who left her air conditioner for a cat, because of our high temperatures. Think about giving incentives for better windows or help with insulation. Go to different housing areas and ask people what they think they need to make their apartment or home or trailer more efficient and what help can be offered. Go to people who live alone and help them connect with professionals to help them with new windows or better insulation or show them how they can apply for the incentives that are already being offered.
WorkSource Kittitas County	Affordability, people don’t know how they will pay their bills.

3). Is there anything that you would like Ellensburg to focus on as it works to achieve this target?

RESPONDENT	RESPONSE
Allied People Offering Year-Round Outreach (APOYO)	Incentives for low-income residents, communication and instruction on projects and ways to achieve energy efficiency.
Ellensburg DEI Commission	I know it's not going to happen by just educating people, so we need to have some policies and a sustainability plan that will address that, and we are waiting until we get the information regarding that plan. I wonder if the plan backs the moratorium on gas hookup and is there an incentive program for homeowners to change from gas to electric. There is no money for that right now, but perhaps some incentive, but I'm not sure that will work.
Friends in Service to Humanity (FISH)	Infrastructure. We have a bus system that is not very good. It can take a person 3 hours to get to the point of destination because of the way the bus has to travel. If our buses were more convenient and easier to use, more seniors would use them, because traffic has become a big issue.
HopeSource	Behavior and focus on making necessary changes in the home to conserve energy. I don't see included on the list, solar; that needs to be a component.
Kittitas County Habitat for Humanity	With the information I have provided above, I do not have any one focus I can suggest.
Kittitas County Veterans Coalition	Wind farms and covering parking lots with solar panels. We would not be taking land away, the parking lot is already there, and we would be protecting cars, and everyone can see the panels as an immediate benefit. Also, Ellensburg is lucky to own the utility company, and if the city is serious wanting to give more help for our most vulnerable communities, perhaps lower rates for some of the lower income, based on some criteria.
Kittitas Early Learning Coalition	Talk to people, offer instructions on how to apply to already existing programs. Talk to the Spanish community, get to know them, and instruct them as to how they can save money.
WorkSource Kittitas County	Again, affordability. Low-income families stress to pay utilities.

4). Are there programs that especially benefit the vulnerable populations that were discussed earlier?

RESPONDENT	RESPONSE
Allied People Offering Year-Round Outreach (APOYO)	HopeSource and Veterans Coalition help and the City must hold instructions and classes for various languages.
Ellensburg DEI Commission	We have Rate classes for our energy, and the low income enroll in the rate class which provide a considerable reduction in their rates. This program has been in place for about 3 years. CAP agency provides help with utility payments for people who help, and we have a network of churches that have a dedicated fund to frequently help with utilities bills. Also, we have made changes to the policy at the city that we won't turn the gas off during the winter, even if they don't pay at all.
Friends in Service to Humanity (FISH)	Our programs provide food every month for 40% of the county. Senior Nutrition, sponsored by the federal government, takes care of our seniors, and through the S.E. WA Aging and Care, we also provide lunch and meals on wheels to others, and free lunch for those who do not qualify for senior benefits. Our main concern is Nutrition, food and security.
HopeSource	Solar, behavior education, and whole house weatherization. Discount prices offered for energy efficient programs.
Kittitas County Habitat for Humanity	In my line of work, we focus on helping families build and maintain homes to create stability in their lives and their community. Other organizations work with the demographic you are seeking that offer a variety of support, but I don't have the specifics of them.
Kittitas County Veterans Coalition	As a veteran advocate relief fund, mandate RCW, #73.08, those funds which are 1 tenth of 1%, additionally the leading social county is called Hope Source, programs EAP through Hope Source which has been very beneficial. As an example: a veteran family of 4 received \$865.00 off their utility bill. PSE(Puget Sound Energy) however could not figure out how to take it off their bill because they did not have system in place to do that. The family was given the dollar amount in a lump sum. That type of help is not just for veterans, but for all. EAP and PSE will come to audit your utility service and give light bulbs and additional items and credits.
Kittitas Early Learning Coalition	There are trailers and low-income housing that no electrician would add additional outlets, mostly because those trailers or bad housing should really be knocked down, or just wait until they burn down. We need more access to housing. Not all people/families can go into low-income housing, lower rent or purchase lower income homes. There is a language barrier mostly because they do not trust government people, so people like us, our organization, can help bridge the gap. I was able to get a family to trust me and I got them smoke detectors installed. Once they learn to trust the fire department more homes get smoke detectors. and once you create that trust, they will listen to ways to help them.
WorkSource Kittitas County	HopeSource, helps people pay utility bills, and TANS also helps.

5). Recognizing that reducing demand during peak times has the potential of reducing energy costs for the entire community, by deferring the cost of adding additional electric capacity, what additional strategies or actions do you think Ellensburg should consider when planning to achieve this target?

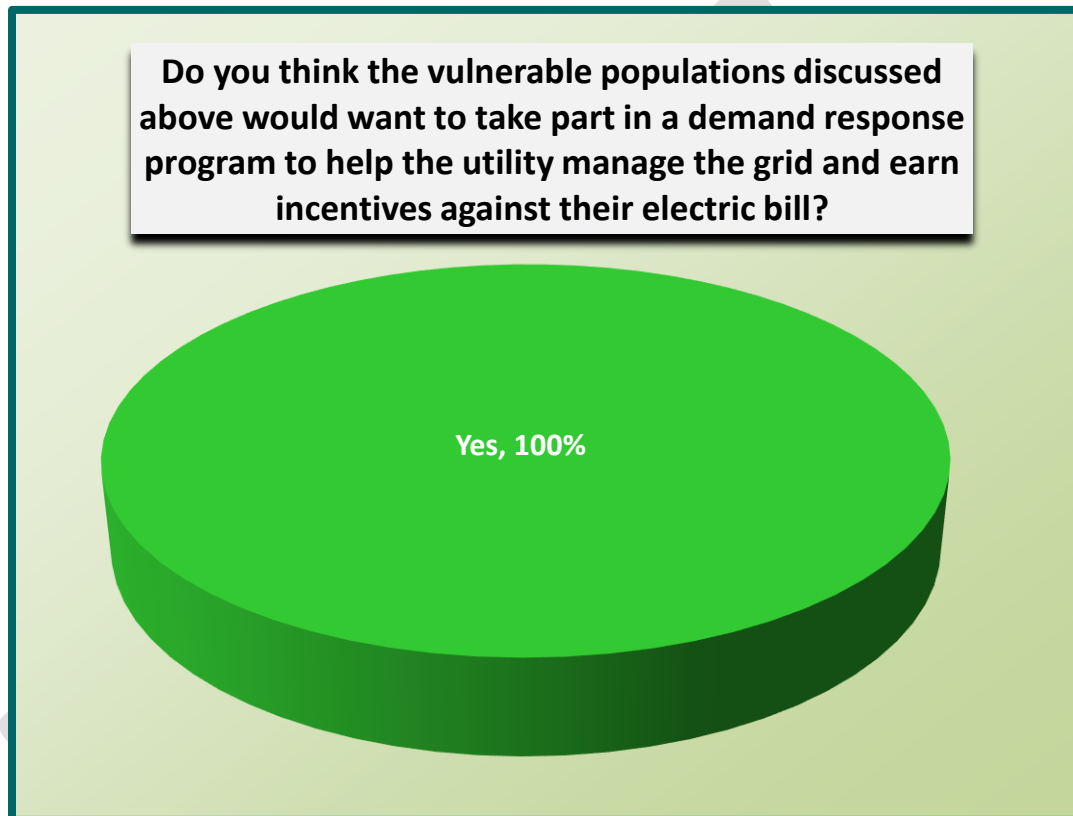
RESPONDENT	RESPONSE
Allied People Offering Year-Round Outreach (APOYO)	Due to linguistic isolation, many low-income residents do know about the thermostat DR program. Perhaps workers who speak the language could canvas the homes or apartments and explain how it works and give them a free thermostat.
Ellensburg DEI Commission	The smart thermostat is a great idea, if we could get people to understand how to use it. That could help a little bit, but other than that, I have no other clue.
Friends in Service to Humanity (FISH)	This is not my area of expertise. I think that anything they can do to help people to be smarter about the way they use electricity makes sense, but I don't know how to really answer the question.
HopeSource	Smart thermostats are an easy give me, but the benefits are over emphasized. We have already installed several of them, but with limited result, and there is still the need for behavioral education.
Kittitas County Habitat for Humanity	If we can get more people to use pre-set thermostats, that change to different temperatures, and put more of them into people's hands, and then we can defer the cost. I've worked in non-profit, and if we offer workshops on how to use the device and then, have the device go home with instruction, that will help. Putting those devices into spaces, for instance the food bank, Hope Source is another team that offers utility help. Have those people provide the device with simple instructions, or offer instruction to the homeowner, offer a presentation. Meeting people where they are at is the most important piece.
Kittitas County Veterans Coalition	I'm not sure about that, so I don't really have an answer.
Kittitas Early Learning Coalition	Smart thermostats would be great, but you will have to offer instruction in a way that people understand. Most people have phones and with knowledge, they can learn to control their thermostats to turn lights on and off, adjust air conditioning for that cat, just by using their phone to control. We could give things away, like pamphlets to educate as to how things work.
WorkSource Kittitas County	I'm not sure, but one thing the City could do would be to hold classes or programs, that would explain all the things that are available for help and explain to individuals in layman terms what is available and free.

6). Is there anything that you would like Ellensburg to focus on as it works to achieve this target?

RESPONDENT	RESPONSE
Allied People Offering Year-Round Outreach (APOYO)	Incentives to lower utility bills.
Ellensburg DEI Commission	We already have an advisory committee formed to implement the strategies and the plan, and we understand the city will inform them about the strategies when they get them, as well as city council.
Friends in Service to Humanity (FISH)	Better planning from the city of Ellensburg. I don't see much planning in the way they are bringing in new business, and they don't make demands on the businesses to conserve energy and be more efficient, and maybe if they did, that would help with the environmental status. They should require the businesses to adhere to the gold standard in being energy efficient, within the city and county as well.
HopeSource	There is talk about moving to electric vehicles but thought has to be considered as to when they choose to charge them, when is the best time for conservation, and when the person/family has the time to charge. I believe there will be a big demand for electricity, and response time will be an issue that will have to be considered. Once again behavioral education as to when to choose to charge the vehicle, or even to run a dryer.
Kittitas County Habitat for Humanity	I already answered that – meet the community where they are at, to get desired results.
Kittitas County Veterans Coalition	Ellensburg has absolutely crazy growth right now, and we are concerned about housing. The federal definition of a housing shortage is less than ½ of 1% of the actual housing shortage, with seems common, so Ellensburg needs to plan for the explosive growth. In the last 4 years, the population has almost doubled, and a home that cost \$200K a year ago is now \$450K. I could not afford my house today, or afford rent, because Ellensburg is #3 in the nation for rent. Rent for a 1-bedroom apartment has increased 35.7%, the highest in the nation. An internet company has terrific algorithms, Dwellsy. Google it or email Dave Sturgell, and he will provide the link.
Kittitas Early Learning Coalition	Collaborate with other agencies, for example a health network, transparency, are we all talking to each other, and council members could come to meetings, but we don't usually see that.
WorkSource Kittitas County	Teach people all the services that are available to help them and explain how it all works.

7). Do you think the vulnerable populations discussed above would want to take part in a demand response program to help the utility manage the grid and earn incentives against their electric bill?

RESPONSE	TIMES MENTIONED	PERCENTAGES
Yes	8	100%
No	0	0.0%
TOTAL	8	100%



(Question 7 continued, “Do you think the vulnerable populations discussed above would want to take part in a demand response program to help the utility manage the grid and earn incentives against their electric bill?”)

RESPONSES

RESPONDENT	RESPONSE	COMMENT
Allied People Offering Year-Round Outreach (APOYO)	Yes	I think they would be interested if they knew the entire process
Ellensburg DEI Commission	Yes	I think a good chance, maybe not the whole community, but a lot would.
Friends in Service to Humanity (FISH)	Yes	---
HopeSource	Yes	In general, with a lot of qualifier. People who could take advantage of the programs have more resources, while working families with a low income, typically have one person working the graveyard shift, another person working days, and they are limited as to when they can do things.
Kittitas County Habitat for Humanity	Yes	If it is earning incentives toward their bill, then I think yes, they will.
Kittitas County Veterans Coalition	Yes	A Veteran, once they are out of the service, are notorious for not trusting the government, and they do not want to be seen going into a building that provide welfare, but baring that in mind, utility bills are so high, that I believe a veteran would participate.
Kittitas Early Learning Coalition	Yes	If they thought they could decrease the bill, it would motivate. However, college kids living together have to have different motivation, as opposed to a family living together. Education is probably the best way to incentivize energy decrease to lower energy bills. Education about better insulation for homes, apartments, trailers; but don't just pick on the trailer park, because a lot of people who should and would comply just need to be educated and ways to get help.
WorkSource Kittitas County	Yes	If they taught what the program really is and help them understand it.

7). Based on the factors you indicated earlier to define the City’s vulnerable populations, what specific risks do you believe these populations face relative to actions the City utility is considering or may take?

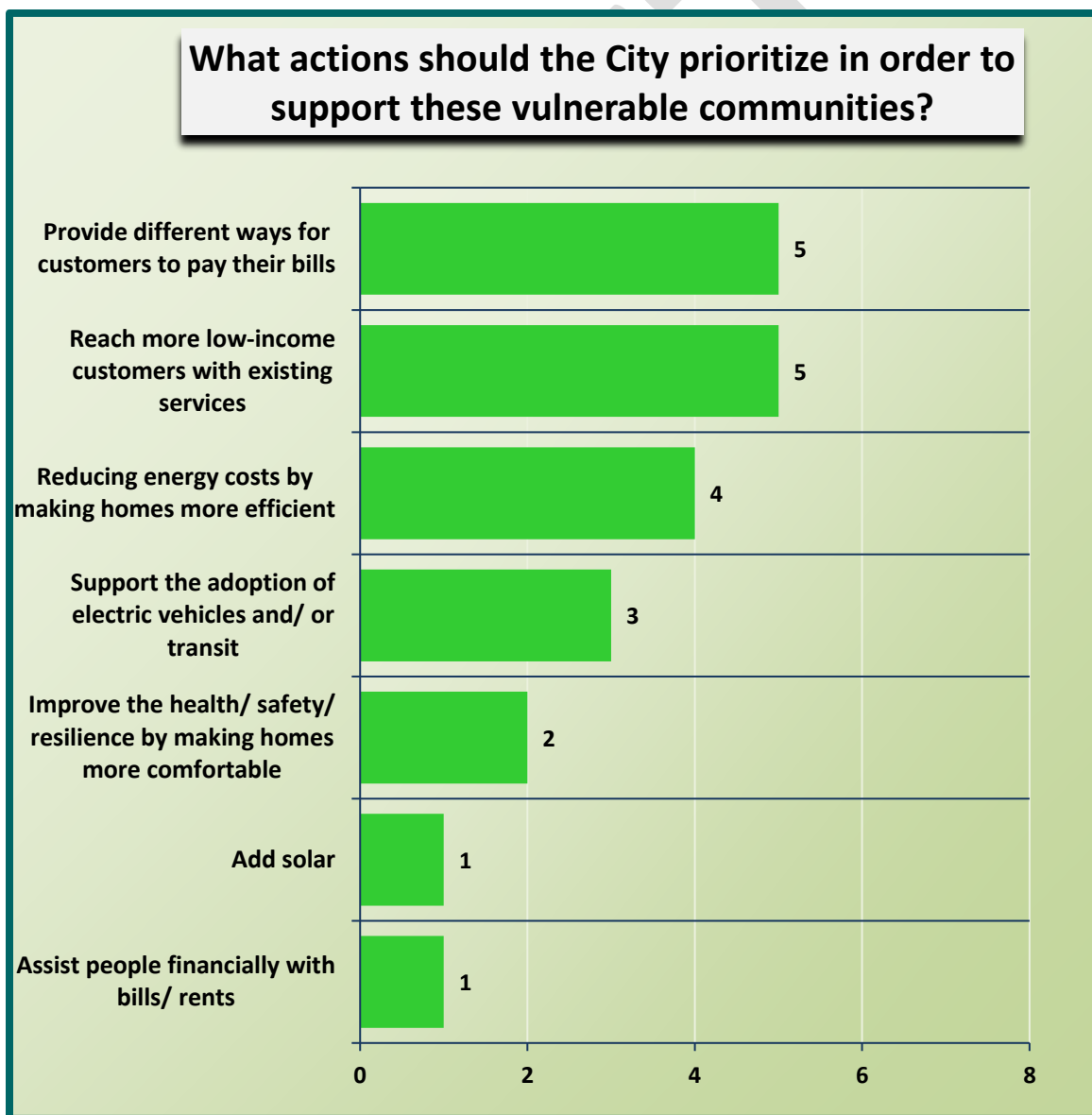
RESPONDENT	RESPONSE
Allied People Offering Year-Round Outreach (APOYO)	I think education is the key to helping this vulnerable population. HopeSource I think is a major help as well as Kittitas County Veterans Coalition.
Ellensburg DEI Commission	The utility increase is the ultimate risk, along with other factors imposed on this population, to the point that they may have to move. Already burdened, they bare the support of their family, and if you put high utility bills on top of that, they will have to move because they cannot/will not be able to afford it. When we first started talking about this, the way the state laid out our area to identify the low income, they left off the area of where most of the low-income housing and rentals are within the city limit. They started from a position of error tracking in the wrong area which will not provide an accuracy count for low income with the correct numbers to show we have a real issue. They were not getting the majority of the most vulnerable and it was a state mandate.
Friends in Service to Humanity (FISH)	I think that there is a possibility, especially our seniors, that they might enter into something without fully understanding, which could be detrimental for them. They are not good at explaining all the ramifications that could affect them, and I think I would be concerned about how that might affect and impact them.
HopeSource	As I said before, smart thermostats, I think, are an ineffective measure, multiple language information and education is helpful and needed especially with utilities since 99% of our population is either English or Spanish speaking, and that would not be a heavy lift; it would be a good thing.
Kittitas County Habitat for Humanity	I’m not sure what the city action will take, so unless I have content, I would not be able to determine specific risks the population would be taking.
Kittitas County Veterans Coalition	I have directly observed where utility rate increases have led to a financial death spiral with veterans being evicted or even homeless. We have been able to intervene at times, but not nearly enough. I think a demand response program offering low or no-cost thermostats is good, but providing information in multiple languages is not a concern for my populations.
Kittitas Early Learning Coalition	I have no feedback.
WorkSource Kittitas County	I think that is a big risk because a lot of the community does not know what programs exist, how to access them, or how to apply for them, and that will be even harder once the rates are raised.

8). What actions should the City prioritize in order to support these vulnerable communities?

RESPONSE*	TIMES MENTIONED
Provide different ways for customers to pay their bills	5
Reach more low-income customers with existing services	5
Reducing energy costs by making homes more efficient	4
Support the adoption of electric vehicles and/or transit	3
Improve the health/safety/resilience by making homes more comfortable	2
Add solar	1
Assist people financially with bills/rents	1

*8 responded to this question

Question allowed for more than one response



(Question 8 continued, “What actions should the City prioritize in order to support these vulnerable communities?”)

RESPONSES

RESPONDENT	RESPONSE
Allied People Offering Year-Round Outreach (APOYO)	• Reach more low-income customers with existing services • Provide different ways for customers to pay their bills
Ellensburg DEI Commission	• Reducing energy costs by making homes more efficient <i>The landlords don't want to make home more efficient. Do weather and energy audit and they can fix a lot of the problems with a grant from the city. Emphasize more would be helpful</i> • Support the adoption of electric vehicles and/or transit • Reach more low-income customers with existing services • Provide different ways for customers to pay their bills
Friends in Service to Humanity (FISH)	• Support the adoption of electric vehicles and/or transit • Provide different ways for customers to pay their bills
HopeSource	• Reducing energy costs by making homes more efficient • Improve the health/safety/resilience by making homes more comfortable • Support the adoption of electric vehicles and/or transit • Reach more low-income customers with existing services • Provide different ways for customers to pay their bills • I would also like to add Solar
Kittitas County Habitat for Humanity	• Provide different ways for customers to pay their bills
Kittitas County Veterans Coalition	Perhaps take \$4 million to give to people to help with bills, i.e., immediate assistance toward those who rent, as well as homeowners. Always keep in mind those who rent, not just the homeowner.
Kittitas Early Learning Coalition	• Reducing energy costs by making homes more efficient • Reach more low-income customers with existing services
WorkSource Kittitas County	• Reducing energy costs by making homes more efficient • Improve the health/safety/resilience by making homes more comfortable • Reach more low-income customers with existing services

9). Do you have any feedback on what the City currently does? What is most/least helpful?

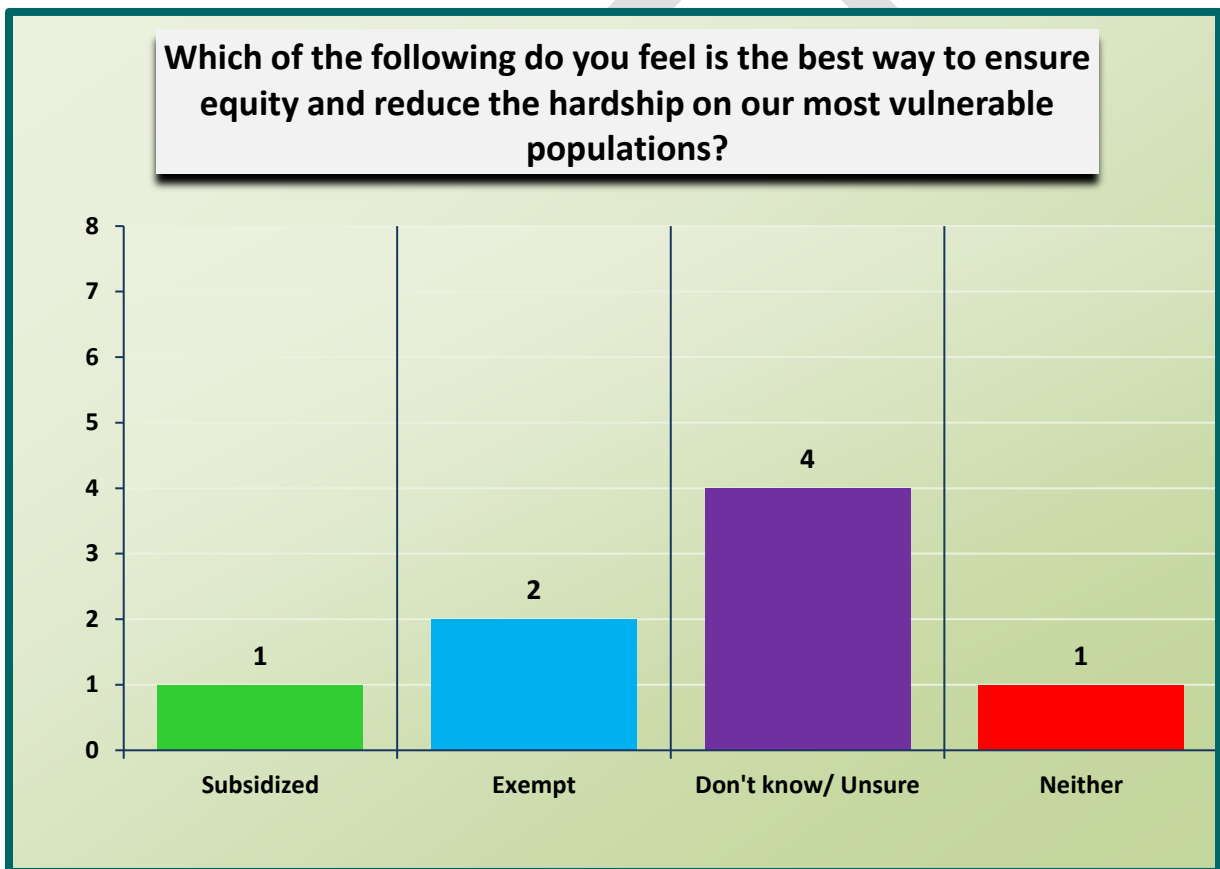
RESPONDENT	RESPONSE
Allied People Offering Year-Round Outreach (APOYO)	Transportation could be very helpful. The system should be expanded, better hours and better routes.
Ellensburg DEI Commission	Currently rate class that tries to deal with low income, when we talk about equity, that does not necessarily deal with low income. Define parameters of equity.
Friends in Service to Humanity (FISH)	Anything they can do to reduce the cost to seniors.
HopeSource	Contracting with us is very helpful with weatherizing, offer discounted rate programs is very helpful, especially for those who qualify. Also, solar incentives on a multi-family project is extremely helpful.
Kittitas County Habitat for Humanity	Enhance utility billing system is most helpful. Their transit system is least helpful, it really needs an overhaul.
Kittitas County Veterans Coalition	We are a small town, rural, and we are most helpful to each other. I'm the head of the veteran coalition, and it would be great if the city would pay a utility bill for just 1 month. Most organizations are willing to help but PSE won't even talk to us. Offered programs in the state are not available in our small town. Why not? They offer free light bulbs at Home Depot in other areas, but not in Ellensburg. Why not?
Kittitas Early Learning Coalition	I don't know what they are doing. I have no feedback.
WorkSource Kittitas County	Least helpful are the programs to help low income, because you don't advertise them, or make it easy to apply for them.

10). Do you have any feedback on what the City is considering? Which will be most helpful to vulnerable populations?

RESPONDENT	RESPONSE
Allied People Offering Year-Round Outreach (APOYO)	I have not heard what the City is considering, therefore I can't answer with any pertinent answers.
Ellensburg DEI Commission	Utility advisory committee advisory rate increase for the next 3 months, trying to figure out how to implement that, and what we were planning is not legal. In a couple of weeks meeting to discuss with council and present strategy that is legal.
Friends in Service to Humanity (FISH)	It is concerning to me to hear the council woman explaining how they are thinking about reducing the use of natural gas and the increase toward use of electricity. I think that demanded increase for electricity will certainly increase the fee for electric, and that doesn't make sense.
HopeSource	I think the biggest thing the city can do is looking for ways to expand discount rates for programs, based on income and energy usage. The vulnerable usually has the heavy burden of utility rate usage and the least ability to pay bills. They need big discounts.
Kittitas County Habitat for Humanity	I have no idea, no opinion
Kittitas County Veterans Coalition	Immediate relief on utility cost and bills to prevent homelessness.
Kittitas Early Learning Coalition	Anything that will help decrease the bill, but don't waste money on stuff, like giving away pencils or magnets. Tell the people about the smart thermostat and how, if they install it, it will reduce their bill. Window replacement, these are real things people can do, if there are incentives. I hear companies talking about window replacements, is something that is authorized by the government and are there incentives that go along with that? If so, let the people know, or is this just a company that is advertising and trying to get business?
WorkSource Kittitas County	Increasing the cost of utilities will really hurt the low-income community.

11). Recognizing that some households cannot afford utility rate increases, which of the following do you feel is the best way to ensure equity and reduce the hardship on our most vulnerable populations?

RESPONSE	TIMES MENTIONED
They be exempt from rate increase, thereby reducing the total funds generated and the intended impact of the rate increase	2
They be subsidized by higher income households to maintain the total funds generated and the intended impact of the rate increase	1
Don't know/ Unsure	4
Neither/ do not adjust rates	1
TOTAL	8



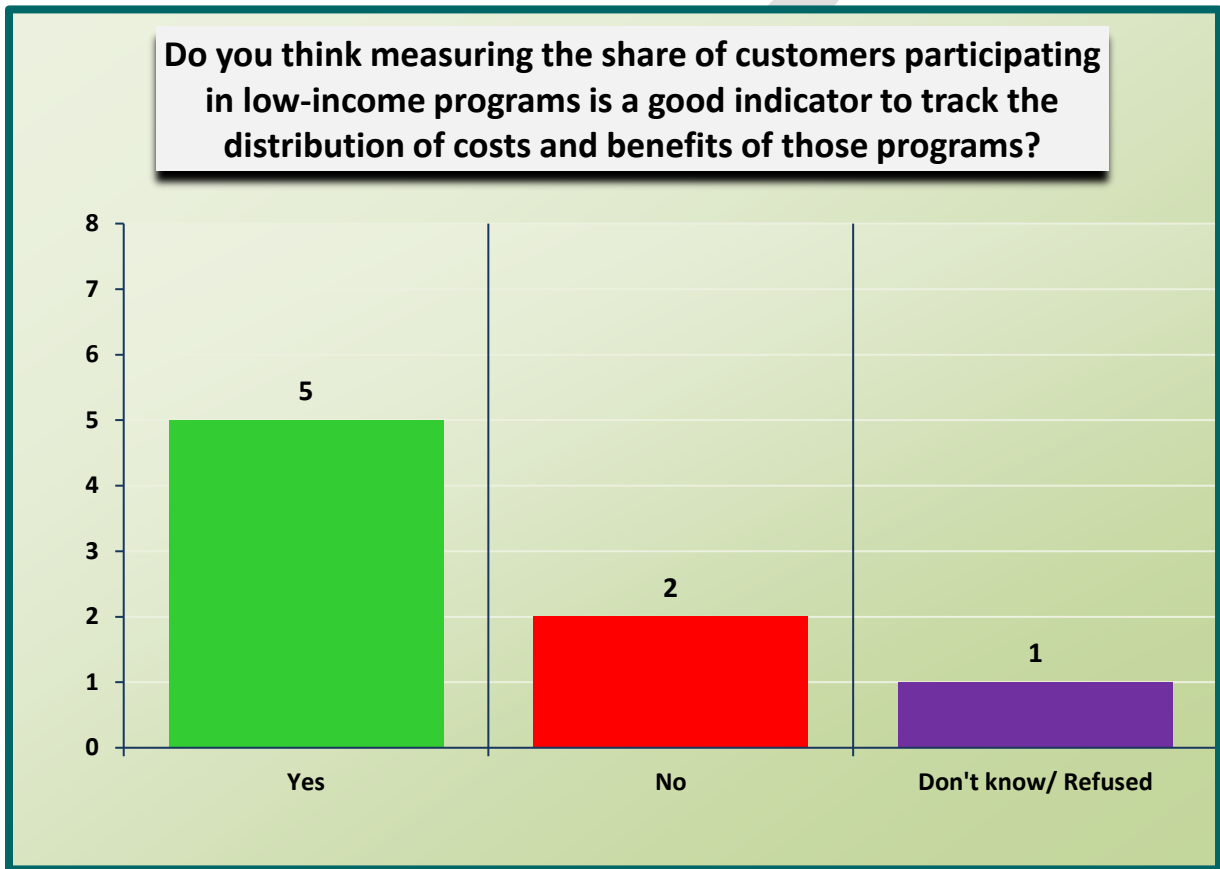
(Question 11 continued, “Which of the following do you feel is the best way to ensure equity and reduce the hardship on our most vulnerable populations?”)

RESPONSES

RESPONDENT	RESPONSE	COMMENT
Allied People Offering Year-Round Outreach (APOYO)	They be exempt from rate increase, thereby reducing the total funds generated and the intended impact of the rate increase	I don't think it will work because of adverse socioeconomic values, but it might be worth a try. I would put it to a vote.
Ellensburg DEI Commission	N/A	This is hard one, just having the rate class, which is already being subsidized, and we have to pay for all the expenses we have, and the only way we do that are the rates, we might end up with subsidizing.
Friends in Service to Humanity (FISH)	N/A	Given those two options only, those who could pay more should, but the city should do more to subsidize these with a hardship. They say they are poor, but nothing seems to justify that statement. The city could do more, we provide groceries for 40% of the seniors, and 20% to the City of Ellensburg, and I think it's a catch 22.
HopeSource	They be subsidized by higher income households	B is my choice. For every rate increase, exclude low income, figure out how much you discount and then figure how to pay.
Kittitas County Habitat for Humanity	They be exempt from rate increase, thereby reducing the total funds generated and the intended impact of the rate increase	I do believe one of the reasons we have a housing problem is most lower income families are being priced out of housing. Make it more equitable. I will go for option A, however at the same time, if we go for lower rate, focus on saving energy.
Kittitas County Veterans Coalition	N/A	I have no feeling either way.
Kittitas Early Learning Coalition	N/A	The city has to get a grant to cover the difference, or the city will have to raise rates for everyone which might become a motivator. The city has to provide the same program for everyone.
WorkSource Kittitas County	Neither	Leave the rates alone.

12). Do you think measuring the share of customers participating in low-income programs is a good indicator to track the distribution of costs and benefits of those programs?

RESPONSE	TIMES MENTIONED
Yes	5
No	2
Don't know/ Refused	1
TOTAL	8



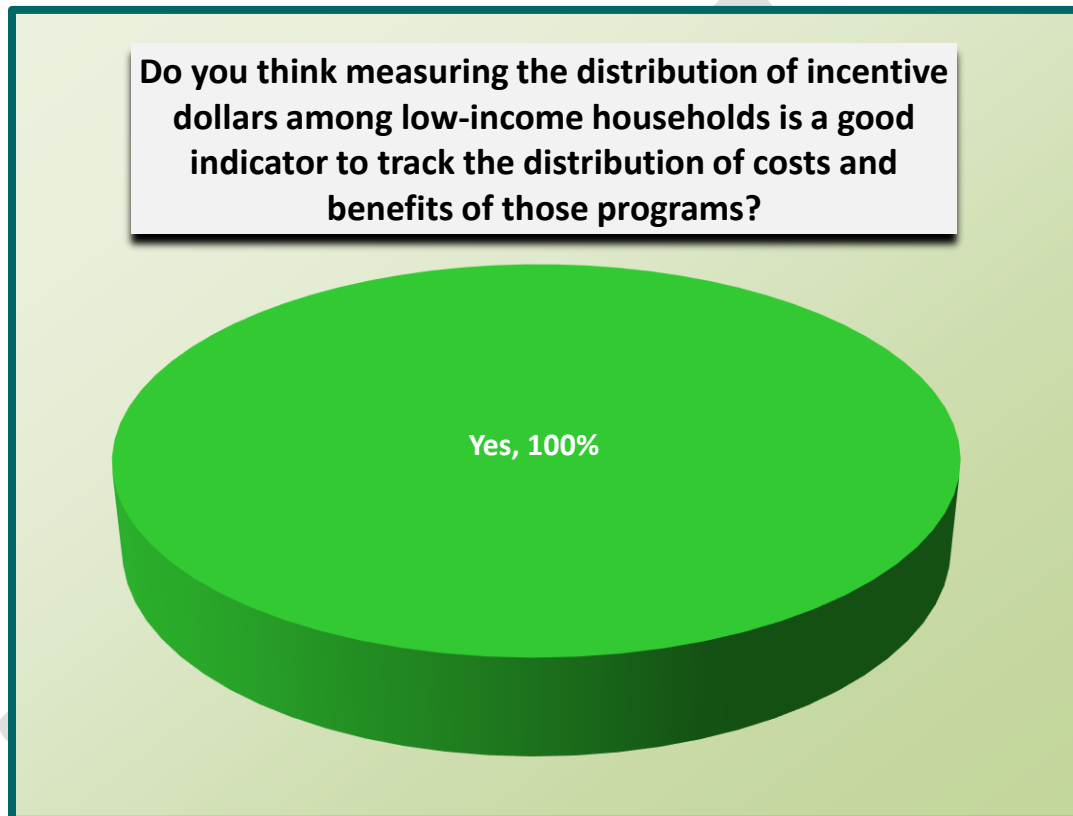
(Question 12 continued, “Do you think measuring the share of customers participating in low-income programs is a good indicator to track the distribution of costs and benefits of those programs?”)

RESPONSES

RESPONDENT	RESPONSE	COMMENT
Allied People Offering Year-Round Outreach (APOYO)	Yes	Maybe.
Ellensburg DEI Commission	Yes	Could be.
Friends in Service to Humanity (FISH)	Yes	---
HopeSource	Yes	---
Kittitas County Habitat for Humanity	No	Tracking all household’s energy use in comparison to their efficiency in order to reduce energy is the measure they should be looking at, focus on the whole, I believe, not just one piece of it.
Kittitas County Veterans Coalition	Yes	I think distribution of incentive dollars going to vulnerable populations, such as low-income households would be great for my population and veterans.
Kittitas Early Learning Coalition	Don’t know/ Refused	I don’t know.
WorkSource Kittitas County	No	Not enough people will know enough about the program to participate.

13). Do you think measuring the distribution of incentive dollars among low-income households is a good indicator to track the distribution of costs and benefits of those programs?

RESPONSE	TIMES MENTIONED	PERCENTAGES
Yes	8	100%
No	0	0.0%
TOTAL	8	100%



(Question 13 continued, “Do you think measuring the distribution of incentive dollars among low-income households is a good indicator to track the distribution of costs and benefits of those programs?”)

RESPONSES

RESPONDENT	RESPONSE	COMMENT
Allied People Offering Year-Round Outreach (APOYO)	Yes	---
Ellensburg DEI Commission	Yes	---
Friends in Service to Humanity (FISH)	Yes	---
HopeSource	Yes	---
Kittitas County Habitat for Humanity	Yes	If your measure of incentive dollars, make sense.
Kittitas County Veterans Coalition	Yes	---
Kittitas Early Learning Coalition	Yes	---
WorkSource Kittitas County	Yes	I think.

14). What other indicators do you think the City should use to measure the equity of its actions?

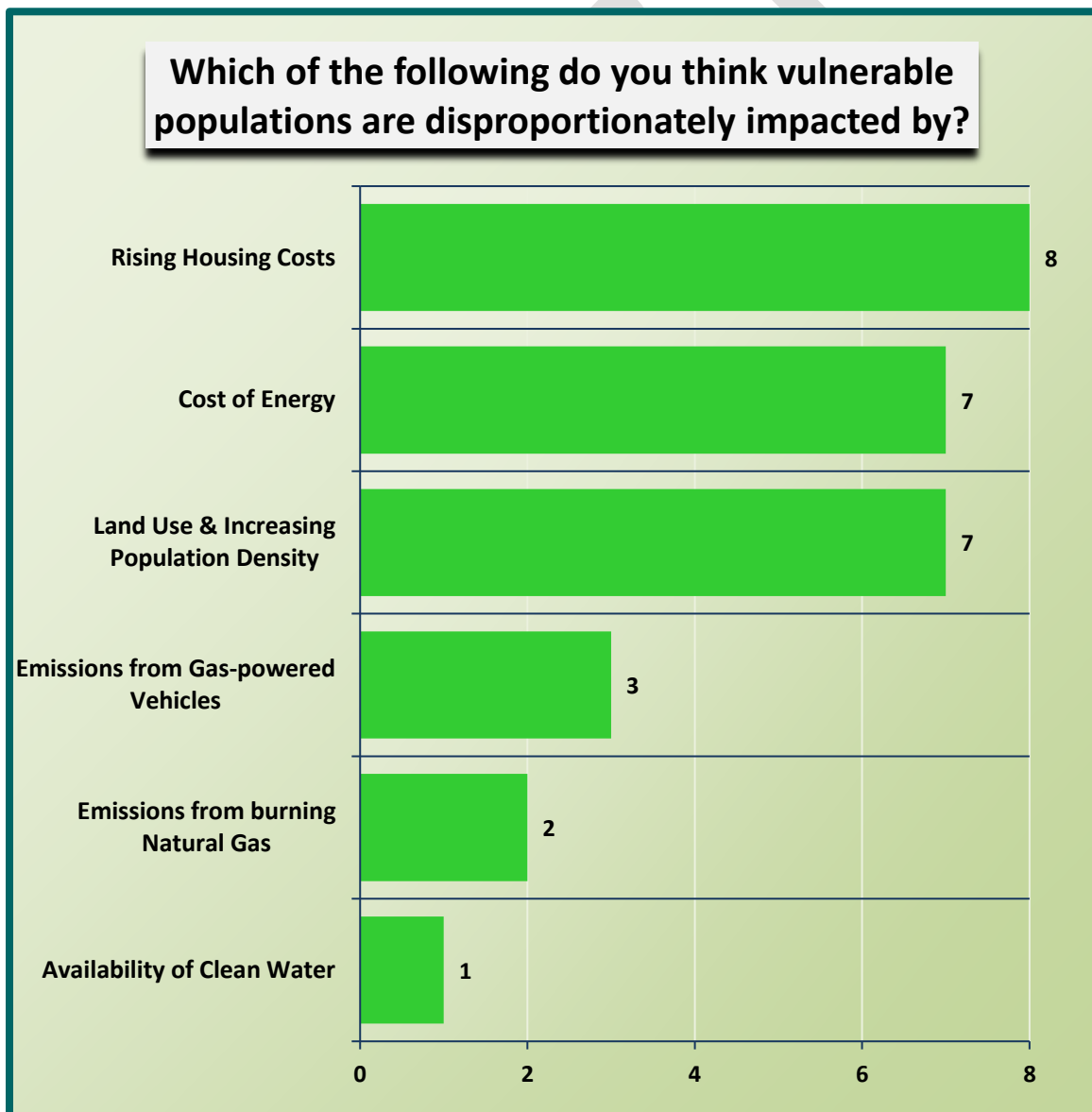
RESPONDENT	RESPONSE
Allied People Offering Year-Round Outreach (APOYO)	Hire someone to speak Spanish and has contacts in the community and someone who could contact these people with instructions, incentives and education.
Ellensburg DEI Commission	I don't know.
Friends in Service to Humanity (FISH)	I really do not have an opinion.
HopeSource	Rate of participation of population and distribution of dollars and which is the bigger saving overall. Winterizing a home cost about \$20K for one house, does the cost of the upgrade create a bigger savings overall.
Kittitas County Habitat for Humanity	If their goal is to transition to clean, and if their sub goal is to provide income, track all the lower income to reduce energy cost alongside of working on equity.
Kittitas County Veterans Coalition	City should be looking at the insulation and efficiency of various units, making sure they are easy to heat or cool. That should be reflected in the building code, making sure new homes are built with emphasis on needing less cooling or heating and perhaps more insulation. Emphasis should also be on rental properties, making sure the owner of the building is doing he/she can to maximize efficiency.
Kittitas Early Learning Coalition	I don't know. They could do it by address, but that is not always a good indicator, because just because it's a big house, doesn't mean that house has money. I'm not sure what you're asking exactly, or measure by income.
WorkSource Kittitas County	I think the city should talk to other cities, find out about the programs they are offering, programs that offer energy assistance, and see what they offer, what is working for them, in addition to our own.

15). Thinking about the vulnerable populations you defined earlier, do you think they are disproportionately impacted by any of the following than the general population, and if so, why?

RESPONSE*	TIMES MENTIONED
Rising Housing Costs	8
Cost of Energy	7
Land Use & Increasing Population Density	7
Emissions from Gas-powered Vehicles	3
Emissions from burning Natural Gas	2
Availability of Clean Water	1

*8 responded to this question

Question allowed for more than one response



(Question 15 continued, “Thinking about the vulnerable populations you defined earlier, do you think they are disproportionately impacted by any of the following than the general population, and if so, why?”)

RESPONSES

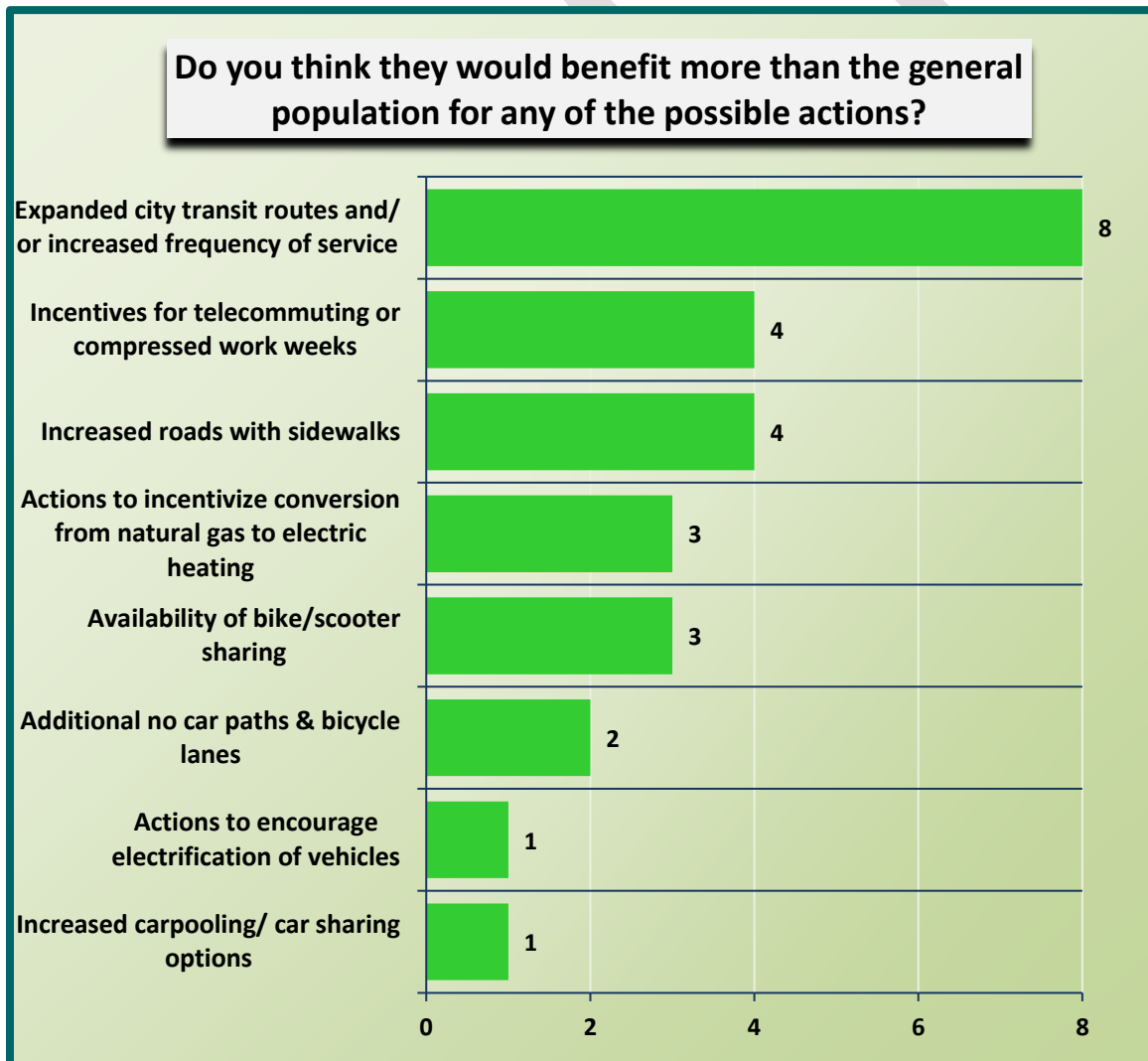
RESPONDENT	RESPONSE
Allied People Offering Year-Round Outreach (APOYO)	• Land Use & Increasing Population Density • Availability of Clean Water - <i>lower income tastes not clean</i> • Cost of Energy • Emissions from burning Natural Gas • Emissions from Gas-powered Vehicles large trucks • Rising Housing Costs
Ellensburg DEI Commission	• Land Use & Increasing Population Density • Cost of Energy • Emissions from burning Natural Gas • Emissions from Gas-powered Vehicles • Rising Housing Costs
Friends in Service to Humanity (FISH)	• Land Use & Increasing Population Density • Emissions from Gas-powered Vehicles • Rising Housing Costs
HopeSource	• Land Use & Increasing Population Density • Cost of Energy • Rising Housing Costs
Kittitas County Habitat for Humanity	• Cost of Energy • Rising Housing Costs
Kittitas County Veterans Coalition	• Land Use & Increasing Population Density – the more dense the population, the harder it is to find housing a veteran can afford. • Cost of Energy – the veteran is already dealing with the high cost of utilities. • Rising Housing Costs – housing and rentals have doubled because of increased population.
Kittitas Early Learning Coalition	• Land Use & Increasing Population Density • Cost of Energy • Rising Housing Costs
WorkSource Kittitas County	• Land Use & Increasing Population Density • Cost of Energy • Rising Housing Costs

16). Thinking about the vulnerable populations you defined earlier, do you think they would benefit more than the general population for any of the possible actions below, and if so, why?

RESPONSE*	TIMES MENTIONED
Expanded city transit routes and/ or increased frequency of service	8
Incentives for telecommuting or compressed work weeks	4
Increased roads with sidewalks	4
Actions to incentivize conversion from natural gas to electric heating	3
Availability of bike/scooter sharing	3
Additional no car paths & bicycle lanes	2
Actions to encourage electrification of vehicles	1
Increased carpooling/ car sharing options	1

*8 responded to this question

Question allowed for more than one response



(Question 16 continued, “Thinking about the vulnerable populations you defined earlier, do you think they would benefit more than the general population for any of the possible actions below, and if so, why?”)

RESPONSES

RESPONDENT	RESPONSE
Allied People Offering Year-Round Outreach (APOYO)	- Expanded city transit routes and/or increased frequency of service - Increased roads with sidewalks - Availability of bike/scooter sharing
Ellensburg DEI Commission	- Expanded city transit routes and/or increased frequency of service - Additional no car paths & bicycle lanes - Increased roads with sidewalks - Availability of bike/scooter sharing - Actions to incentivize conversion from natural gas to electric heating - Actions to encourage electrification of vehicles
Friends in Service to Humanity (FISH)	- Expanded city transit routes and/or increased frequency of service - Incentives for telecommuting or compressed work weeks
HopeSource	- Expanded city transit routes and/or increased frequency of service - Additional no car paths & bicycle lanes - Increased roads with sidewalks - Availability of bike/scooter sharing - Incentives for telecommuting or compressed work weeks
Kittitas County Habitat for Humanity	- Expanded city transit routes and/or increased frequency of service - Increased roads with sidewalks - Incentives for telecommuting or compressed work weeks - Actions to incentivize conversion from natural gas to electric heating
Kittitas County Veterans Coalition	Expanded city transit routes and/or increased frequency of service <i>They could spend less on gas for their own vehicle, and still have the ability to move about to appointments.</i>
Kittitas Early Learning Coalition	- Expanded city transit routes and/or increased frequency of service - Increased carpooling/car sharing options - designated parking carpool - Actions to incentivize conversion from natural gas to electric heating
WorkSource Kittitas County	- Expanded city transit routes and/or increased frequency of service - Incentives for telecommuting or compressed work weeks

17). Sustainability presumes that resources are finite and should be used conservatively and wisely. As the City plans mindful actions and investments to minimize negative impacts on our shared resources – both natural and fiscal - what else should the City consider relative to protecting their most vulnerable community members?

RESPONDENT	RESPONSE
Allied People Offering Year-Round Outreach (APOYO)	Reducing energy use, trying to minimize usage, would and should require communication with people in their language. Information through education.
Ellensburg DEI Commission	I'm not sure I could answer that.
Friends in Service to Humanity (FISH)	I don't really have a comment. It is something I am not familiar with, have no expertise in, therefore I cannot comment.
HopeSource	We know that the vulnerable population have a higher energy burden; higher energy usage because of old housing structures which are inefficient, bad windows, no or little insulation. We must continue to take in account that we now need higher income to meet same need which are higher than before. We will need strategies to address that, at state level, moving from gas to electric, which may meet goals to CETA, and depending on the conversion cost, moving from gas to electricity may increase utility bills substantially, and that must be a consideration, even if we pay the whole conversion. There must be different conversations to provide services, verify income for people going on low income and energy audits, there are a variety of many different programs, and Hope Source is a key partner for making that happen.
Kittitas County Habitat for Humanity	They should be considering affordable permanent housing, and looking into a European model where they are smaller, more condensed row housing. They are smaller, more energy efficient, an offer to provide more affordable housing.
Kittitas County Veterans Coalition	Consider using the wind farms more efficiently and effectively and help with the utility bills for the veterans, like lower rates for the veterans.
Kittitas Early Learning Coalition	Do SIMPLE programs, start with smart thermostats, go with that, and don't take on so much, go with one thing at a time.
WorkSource Kittitas County	Modernization isn't always best for the low-income people who can't afford things as they are right now, and changes will just keep putting more pressure on these people and keep raising costs to the city for more benefits. Also, having individuals with a slightly higher income pay more, is only going to push more people into poverty by making them pay more to make up for the others.



CITY OF ELLENSBURG

Minutes of City Council, Regular Meeting

Date of Meeting

December 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

1. Call to Order and Roll Call

Roll Call Present: Sarah Beauchamp, Rich Elliott, Nancy Goodloe, Nancy Lillquist, David Miller, Joshua Thompson, Adam Winn

Others present in person: City Manager Behrends Cerniwey, City Attorney Weiner, City Clerk Leader, Assistant Finance Director Bassett, Budget Analyst Lanphere, Community Development Director Carlson, Planning Manager Johnston, Public Information Officer Klauss, approximately 25 members of the public

Other present remotely via Zoom: Senior Planner Henderson and one member of the public

2. Proclamations

3. Awards and Recognitions

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 December 4, 2023 Regular Meeting
- 5.B Approve University Way Banner Request for CWU SOURCE Dept - May 7 - 13, 2023
- 5.C Flood Control Assistance Account Program (FCAAP) Grant Agreement with Department of Ecology
- 5.D Bid Award - Bid Call 2023-12, Unity Park
- 5.E Extension of Interlocal Agreement with Kittitas County for the Phase II Levee Extension and Agreement for Cultural Resource Survey
- 5.F Accept the Resignation of Jordan Ruhle from the Affordable Housing Commission

- 5.G 2024 Payment Agreement with Kittitas County Emergency Medical Services (EMS) and Trauma Care Council
- 5.H Project Acceptance - Ruby Street Skim Patch Bid Call 2023-09
- 5.I First Amendment to Affordable Housing Agreement with HopeSource for Pathways Project
- 5.J Approve Agreement for Lease of Mail Processing and Metering Business Solutions with Pitney Bowes Inc.
- 5.K Approve December 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 KCHN Update by Robin Read
Robin Read, Executive Director of Kittitas County Health Network, presented information to Council concerning the Health Network. Council asked questions.
- 6.B Board and Commission Appointments - EBDA (Public Comment Opportunity)
Dawn Alford was present to introduce herself and spoke on her interest in serving on the EBDA board.

Councilmember Elliott moved to confirm the recommendation of CenterFuse to reappoint Del Bankston and Bob Rapp and appoint Dawn Alford to the Board of Directors. **Motion Approved 7-0.**

7. Citizen Comment on Non-agenda Issues

- Howard Jones, Ellensburg resident, spoke regarding the study session
- Angie Lang, Ellensburg resident, provided pictures to the Clerk, who distributed to Council, and spoke regarding the hill slope of Craig's Hill
- Cheryl Chance, County resident, spoke regarding the meeting between the City and Legion and trees that were removed at Reed Park
- Penney Whitman, Ellensburg resident, spoke regarding work by the water tower and the first u-turn and how it affects the American Legion
- Jeff Whitman, Ellensburg Resident, representing himself and the American Legion, spoke regarding construction work being done
- Robert Lowry, County resident, speaking for himself, spoke regarding Craig's Hill
- Terri Marcel, Ellensburg resident, spoke regarding the Reed Park plan
- Teresa Plue, County resident, spoke regarding soil erosion study
- Chuck Lang, Ellensburg resident, spoke regarding pausing a decision on the park plan
- Mikhael Burt, Ellensburg resident, speaking for herself, spoke remotely via Zoom regarding City recreation programs

8. Business Requiring Public Hearings

9. Introduction and Adoption of Ordinances and Resolutions

- 9.A Ordinance 4926 (Second Reading) 2023 Comprehensive Plan Amendments (Public Comment Opportunity)

Jeremy Johnston, Planning Manager, presented information in the staff report.

Councilmember Miller moved to disapprove remanded docket proposal 23-04, Jensen Map Amendment. **Motion Approved 6-1. (Winn voted no)**

Councilmember Elliott moved to conduct second reading and adoption of Ordinance 4926. **Motion Approved 7-0.**

- 9.B Ordinance 4934 (Second Reading) Amending the 2023-2024 Biennial Budget (Public Comment Opportunity)

Gloria Lanphere, Budget Analyst, presented information in the staff report.

Teresa Plue, County resident, spoke regarding budgeted funds available for memorial pool.

Councilmember Elliott moved to conduct second reading and adoption of Mid-Biennial Review Supplemental Budget Ordinance 4934 as presented. **Motion Approved 7-0.**

- 9.C Ordinance 4935 (Second Reading) Land Development Code Amendments (Public Comment Opportunity)

Jeremy Johnston, Planning Manager presented information in the staff report.

Councilmember Beauchamp moved to conduct second reading of Ordinance 4935 as presented, adopting proposed Land Development Code Amendments with a staff amendment to remove subsection 15.300.070 included in error in the first reading. **Motion Approved 7-0.**

- 9.D Resolution 2023-33 Update of the City Council Rules of Procedure
Terry Weiner, City Attorney, presented information in the staff report.

Teresa Plue, County resident, spoke regarding the suggested changes to the public comment period.

Councilmember Goodloe spoke against elimination of Zoom public comment and councilmembers asked questions and provided comment.

Councilmember Elliott moved to adopt Resolution 2023-33, updating the City Council Rules of Procedure. **Motion Approved 4-3. (Beauchamp, Goodloe and Lillquist voted no)**

- 9.E Resolution 2023-34 Declaring The City of Ellensburg to be an Inviting, Equitable and Safe Community For All (Public Comment Opportunity)

Nicole Klauss, Public Information Officer, presented information in the staff report.

Councilmember Elliott moved to adopt Resolution 2023-34 declaring the City of Ellensburg to be an inviting, equitable and safe community for all. **Motion Approved 7-0.**

10. Unfinished Business

11. New Business

12. Miscellaneous

12.A Manager's Report

The City Manager reviewed the report. She mentioned the work in progress at the Memorial Pool.

12.B Councilmembers' Reports

- Councilmember Beauchamp reported on Library Board, stated the Library's 114th birthday celebration will be in January, and reported on the County's Developmental Disabilities Advisory Committee
- Councilmember Elliott attended CenterFuse, Planning Commission, and Kittitas County EMS Council meetings, volunteered at the Yakima Humane Society, spoke about the fire code official replacement, reported on KITTCOM and a ballot measure being considered by Kittitas County Commissioners for sales tax increase to fund KITTCOM infrastructure
- Councilmember Goodloe attended Kittitas County Homelessness & Affordable Housing Committee, DEI, Sustainability & Energy plan by City staff, met with Chief Wade & staff regarding their survey, communicated with the Dispute Resolution Center in Yakima, and attended an AWC-DEI Commission meeting
- Councilmember Miller attended the Arts Commission meeting, will attend the upcoming PTAC, and has attended holiday concerts
- Councilmember Thompson introduced himself to city staff, and met individually with Chief Wade and Library Director Camarillo
- Councilmember Winn reported on this being his last meeting and thanked everyone
- Mayor Lillquist reported on Leadership Kittitas County, attended the Continental Cold Storage ground breaking, Mayor's lunch, Kittitas County Airport Advisory meeting, Fred Meyer grand re-opening, Kittitas County Chamber Legislative day, and announced Kittitas County is looking for members to serve on a short term rental committee

13. Executive Session

14. Adjournment

Meeting adjourned at 8:50 pm

Mayor

ATTEST:

City Clerk



CITY OF ELLENSBURG

Minutes of Arts Commission, Regular Meeting

Date of Meeting

November 9, 2023

Time of Meeting

4:00 PM

Place of Meeting

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

1. Call to Order and Roll Call of Members

Chair Alex Eyre called the meeting to order at 4:00 pm.

Roll Call Present: Courtney Blackstock, Jerry Dougherty, Alex Eyre, Jeffrey Snedeker, and Jill Scheffer.

Also Present: Councilmember David Miller

Absent: Brian Kooser

Guests: Tina and Reed Waite

2. Approval of Agenda

Motion: Approval of November 2023 Arts Commission Agenda

By: Commissioner Scheffer

Seconded: Commissioner Dougherty

Yes: Eyre, Oostra, Snedeker, Blackstock, Scheffer, Dougherty

No: None

Abstain: None

Commissioners moved to Approve the Agenda as presented. **Motion Approved 6-0**

3. Approval of Minutes

Motion: Motion to approve the October 12, 2023 Arts Commission Meeting Minutes with noted corrections.

By: Commissioner Scheffer

Seconded: Commissioner Snedeker

Yes: Eyre, Oostra, Blackstock, Scheffer, Snedeker, and Dougherty

No: None

Abstain: None

Commissioner moved to Approve the Minutes from the meeting. **Motion Approved 6-0**

3.A The approval of minutes for the October 12, 2023 Arts Commission Meeting

4. Budget/Financial Report

- 4.A YTD 2023 Arts Commission Budget Review
Commissioner Eyre discussed unused funds reallocating to reserve funding. Suggested changing 'Public Art Fund' to Reserve Funds--this will require continued discussion and research. No action was taken.

Commissioner Dougherty will connect with Staff Liaison, Vandenberg on 2023 Project Grants that remain open.

5. New Business

- 5.A Discussion Item: Establishing/adding a Poet Laureate Subcommittee
Commissioner Eyre and Commissioner Snedeker discussed additional protocols that will need to be established as the Poet Laureate program grows. Commissioner Snedeker expressed interest in creating a selection committee for Poet Laureate program. Commissioner Dougherty and Commissioner Snedeker will connect with Staff Liaison Vandenberg regarding policy recommendations and report back to the Commission.

Commissioner Oostra would like to be a part of the Poet Laureate Sub-Committee once established.

Commission Eyre also discussed establishing a Grant Writing component as part of the Funding Sub-Committee. Commissioner Scheffer and Commissioner Eyre will research and bring findings back to the Commission.

- 5.B Walking Chapbook Update
Commission Eyre reviewed the parameters for submission and presentation of the Walking Chapbook.

6. Unfinished Business

Nothing to report.

7. Subcommittee Business

7.A

1. Ellensburg Arts & Cultural Alliance: Alex/Jeff
2. Funding: Jerry/Jill
3. Public Art: Alex/Jerry
4. Advocacy/Public Relations: Brian/Jeff
5. Art Walk: Courtney/Jill/Erin

Ellensburg Arts & Cultural Alliance: Eyre/Snedeker

- 501 (c)3 filing is complete.
- First round of logo design is in process.

Funding: Dougherty/Scheffer

- 2024 Project Grants are approved by City Council.
- Discussion on selection and review process for 2025.
- Commissioner Dougherty met with City Manager regarding Admission Tax.

Public Art: Eyre/Dougherty

- Commissioner Eyre working on bids for the transport of the Hosey Art from Walla Walla.
- Unity Park: Spring timeline.
- Commissioner Dougherty is in discussion regarding the potential mural in Whippel Park. This would be a Community-led project, not a CWU-led project. Commissioner Oostra suggested extending a themed mural to Twin City Foods.

Advocacy/Public Relations: Snedeker/Kooser

- Commissioner Snedeker, Commissioner Eyre, and Staff Liaison Vandenberg worked on PR, Award Letters, and Rejection Letters for 2024 Project Grant cycle.
- Commissioner Snedeker reported on the recent CenterFuse board meeting and Performance and Production Space Feasibility Study.

First Friday Art Walk: Blackstock/Scheffer/Oostra

- 2024 is the 25th Anniversary of First Friday Art Walk
- Commissioners are in discussion on promotional ideas regarding the 25th Anniversary.
- Commissioner Oostra is working on an Art Walk map

8. Citizen Comment

Public Comment: "Community garden is on a quarter acre of land with native sage. Would like to see native sage as part of the mural as well as, representation of the pollinators. Commission noted: This is not a project yet, it is an discussion regarding a potential project.

9. Staff Update/Discussion Items

9.A November 9, 2023 Staff Report

9.B 2023 Annual Report

10. Commission Representative Update

11. Adjournment

The meeting adjourned at 5:30 pm.

CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Diversity, Equity & Inclusion

Commission Meeting

November 14, 2023

3:00 PM

City Hall Council Chambers & Zoom

1. Call to Order and Roll Call

The Chair called the meeting to order at 3:00 p.m.

Roll Call Present: Nancy Goodloe, Phil Backlund, Tylene Carnell, Kandee Cleary, Teresa Divine, Mayra Colazo (via Zoom), and Amber Hoefer (via Zoom).

Absent: Olene Togiallua; Alex Mandujano (excused)

Also present: Nicole Klauss, Public Information Officer (Recording Secretary); Heidi Behrends Cerniwey, City Manager; Kelle Vandenberg, Arts & Economic Development Manager; Arts Commission Chair Alex Eyre; Christina Barrigan, CWU; Janie Zencak, CWU; Carolyn Thurston, Executive Director of the Dispute Resolution Center of Yakima & Kittitas Counties; Lucinda Carnell, CWU liaison; Sophie Wagner, EDA liaison; and Rhonda Schmidt, ESD liaison.

Commissioner Cleary moved to approve an excused absence for Alex Mandujano. Commissioner Divine seconded the motion. **Motion approved 5-0. Commissioner Colazo was not yet in the meeting.**

2. Approval of the Agenda

The Commission agreed to the agenda, no motion was made.

3. Approval of Minutes from October 10, 2023, Meeting

Klauss mentioned she updated two errors in the minutes, the place of meeting and the roll call. Commissioner Cleary moved to approve the minutes from the October 10, 2023, DEI Commission Meeting. Commissioner Carnell seconded the motion. **Motion approved 5-0. Commissioner Colazo was not yet in the meeting.**

4. Presentation About Certified Creative District

Arts and Economic Development Manager Kelle Vandenberg gave a presentation about the Certified Creative District Designation and the benefits it will bring to Ellensburg. Vandenberg asked if someone from the DEI Commission would be willing to serve as a representative on the Ellensburg Arts & Cultural Alliance. Commissioner Hoefer expressed an interest in learning more about the time commitment. Klauss will connect Hoefer with Vandenberg.

5. Previous Meeting Motions And To-Do List Review

90-Day Goals

- CWU/City collaboration to engage students with off-campus resources. **No update.**
- Continue World Café conversations and expand topics of discussion. **The group met and discussed Belonging in the Burg being centered around students. Considering end of February or end of March. They will continue discussions in January.**
- Develop partnerships for planning a multicultural event to celebrate the opening of Unity Park that focuses on music, food, dance, etc. **No updates.**
- Schedule a date for a Juneteenth celebration and form a planning committee with community volunteers. **No updates.**
- Explore coalition partnership idea with the Dispute Resolution Center and others **Phil, Amber & Nancy will follow up with Carolyn outside of meeting. Loop in Kelle Vandenberg.**
- Meet with the Farmer's Market and Night Market organizers to discuss a multicultural day at the Farmers Market and possibly sponsoring vendors **Teresa has reached out but no response. Nicole to ask Brad for farmers market contact City has listed.**
- Put listening tour data into a document for review and discuss how to use the data **Group met and discussed possible groups they want to meet with. Group needs to send notes to Nicole.**
- Explore the pizza klatch idea **Done. This was fast-tracked at the high school. They are in their fourth week of holding the pizza klatches and are averaging 16-18 students a week.**

6. Liaison Reports

New ESD liaison Rhonda Schmidt made an introduction.

New EDA liaison Sophie Wagner made an introduction.

7. Subcommittee Reports

A. Parliamentary Procedure Update

Cleary, Hoefer, Carnell, and Backlund met to discuss Robert's Rules and process. They came to the conclusion that Robert's Rules does allow them to do what they want to accomplish. They discussed the challenges of not knowing the rules or authorities. They want more organic conversation to discuss the motion. Language can be clunky, so there is a need to help educate each other on process. The Chair has more authority and can use that flexibility to achieve discussion goals. The emphasis should not be on the decision but on a good conversation before the next step.

8. Commission Member Reports

Carnell reported there is an opportunity for Safe Space training. Reach out to Helen House or Kittitas County Health Network to set up. Carnell reported the Kittitas County youth serving organizations met again and continue to learn about each other; two Upper County organizations joined. They are brainstorming an end of the year activity. Carnell reported TransRuralLives.org is archiving the experiences of trans people over 50 years old who live in rural areas. There is a fundraiser for the event on December 2 at Gallery One and tickets can be purchased online.

Goodloe said the Human Library is set for Nov. 18 at 10 a.m. at Hal Holmes. Goodloe reported there is a Vox Humana concert at the Methodist Church on Nov. 17 at 7 p.m., and it also includes poetry with Ellensburg's Poet Laureate.

Divine reported the Ellensburg Bail Fund is onboarding a new board member. The application is now available in Spanish thanks to the DEI Commission grant. Ellensburg Bail Fund is going to do a campaign at the jail to get people home for Christmas.

Goodloe asked Colazo about CWDR's downtown cleanup. Colazo said it did not have as many participants as they'd hoped so next year they might partner with the EDA's cleanup.

Colazo reported Central Washington Disability Resources is looking for board members and they are below the minimum required. Colazo has been hearing from the Hispanic/Latino community about what happened at the November City Council meeting regarding the hate speech.

Hoefer reported attending the Environmental Commission meeting with Goodloe.

9. New Business

A. Central Washington Equity Coalition: Review and discuss Wenatchee model

Carolyn Thurston talked about the Wenatchee model (North Central Equity Alliance) and its initiative to bring businesses, organizations, and people committed to DEI work together. Thurston is going to reach out to a former colleague at CWU who was involved with the group to find out what their current status and activities are.

The Commission expressed an interest in exploring the idea further. Hoefer, Backlund, Goodloe, and Vandenberg will set a time to meet with Thurston to discuss possible next steps.

9. Staff Report

Klauss said the December meeting needs to be kept on schedule as commission will need to review the sustainability plan. If it's not needed, Klauss will email a cancellation.

10. Public Comment

Chair Goodloe called for public comment. Kelle Vandenberg provided public comment about using MyEllensburg.com's calendar as a way to promote events.

11. Preview Next Meeting December 12, 2023

- Sustainability Plan review
- Update on what Council discussed

Meeting adjourned at 4:31 p.m.

Nicole Klauss

Drafted: 11/15/2023

Approved: 12/12/2023



Centerfuse

Ellensburg Business Development Authority
BOARD OF DIRECTORS MEETING MINUTES
Regular meeting held synchronously in-person and virtually
Wednesday, November 8, 2023
4:00-5:30 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 Member.

Absent: Rich Elliot, Ellensburg City Council Member and Liason

Others present: Kelle Vandenberg, city of Ellensburg; Lauren Hinkley; Jeff Snedeker, Ellensburg Arts Commission; Janie Jencak, CWU; Madison Ford, Manastash Media; Matt Anderson, Kittitas County Chamber of Commerce; Monica Miller, Gallery One; Steve Reinke, Valley Theatre Company; Cami Reinke, Valley Theatre Company; Patrick Nolan, Valley Theatre Company; Kristine Miller, Executive Director, and Margaret Reich, consultant.

1. Meeting Called To Order

The Chair called the meeting to order at 4:00 PM

2. Approval of Agenda

Chair Poshusta requested an amendment to the agenda to include a board discussion about the city's proposed Task Force. Motion to approve the amended agenda for the November 2023 regular board meeting by John Perrie, second by Jared Vallejo. Motion approved by unanimous vote.

3. Approval of Minutes

Motion to approve the October 11, 2023 regular meeting minutes by Grant Clark, second by Jennifer Lubanski. Motion approved by unanimous vote.

4. Public Comment

The board recognized past Executive Director Margaret Reich.

5. Special Presentation: Artist Production and Performance Space Study Findings

CenterFuse board and the Ellensburg Arts and Culture Alliance met collaboratively to listen to a presentation from the CenterFuse consultant Michael Stumpf of Place Dynamics. Executive Director Miller introduced Mr. Stumpf. Mr. Stumpf summarized the scope of work and the scenarios developed in concert with the Alliance. Two scenarios were explored in depth – a downtown historic preservation and a new build – with the recommended option to best meet the community's needs being a new building. A distributed option was considered but deemed not viable due to the logistical difficulties (e.g., maintenance, management of multiple locations).



Mr. Stumpf emphasized the critical component to successfully achieving a new facility is tourism. CWU chimed in that the university would be very supportive of additional space. The opportunity to locate the new building on Water Street in a fully vacant block was discussed.

Motion to accept Place Dynamic's study on Artist Production and Performance Space by Jared Vallejo, second by Bob Rapp. Motion approved by unanimous vote.

6. Board Business

a. Organizational Effectiveness

Grant Clark, Treasurer presented the financial reports. Motion to approve the October, 2023 voucher in the amount of \$25,883.99 by John Perrie, second by Del Bankston. Motion approved by unanimous vote.

Executive Director Miller informed the board that the Kittitas County Commissioners have approved funding for 2024 and the city's interlocal agreement expires next month. Consultant Reich updated the board on monthly metrics.

Board members discussed the first draft of the 2024 workplan. Executive Director Miller shared possible updates to the community and organizational SWOT. The board will continue to discuss the draft workplan and budget at their December 2023 meeting.

Chair Poshusta presented the concept of a city Task Force to refine definitions for roles, one that would better lend itself to countywide and regional thoughtful coordination. Chair Poshusta stated there is a potential to create a bigger economic engine, one that is responsible to the community and that holds each organization accountable.

b. Build Local Capacity

Board member Lubanski updated the board on the Ellensburg's Arts & Culture Alliance. Executive Director Miller stated we are still awaiting an award decision from Washington Commerce regarding the EV charging station grant.

c. Marketing

Executive Director Miller shared Manastash Media's monthly digital marketing analytics report and will develop a plan for improving the key industry recommendations report.

d. Business Recruiting & Expansion

The Executive Director provided a progress report on the recent meeting of the I-90 Workgroup, the value-added wood products, and ICAP Cybersecurity projects.

7. For the good of the order

Board member Perrie reminded all about officer elections in January.

8. Adjournment – time 5:40 Motion to adjourn by Del Bankston.

Drafted: 11/10/2023
Del Bankston

Approved:

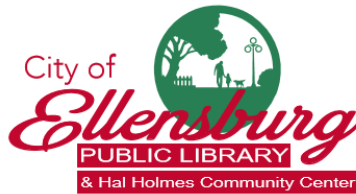
Submitted by: Kristine Miller

CITY OF ELLENSBURG

Date of Meeting:

Time of Meeting:

Place of Meeting:



LIBRARY BOARD

November 14, 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

Blackson called the meeting to order at 4:30 p.m.

II. ATTENDANCE

PRESENT: Marty Blackson, Andreina Delgado, Loretta Gray, Mary Holmgren, Mary James, Melina Meador, Andrea Sledge

COUNCIL LIASON: None

ABSENT: None

VISITOR: None

STAFF: Josephine Camarillo

III. APPROVAL OF AGENDA

Motion made by Delgado to approve the agenda, motion seconded, **motion approved**.

Motion passed 7-0.

IV. APPROVAL OF MINUTES

Motion made by James to approve the October 2023 minutes, motion seconded, **motion approved**. Motion passed 7-0.

V. CORRESPONDENCE AND CITIZEN COMMENTS/SUGGESTIONS

None

VI. REPORTS

A. Director's Report for November: (1) KCRLB did not present a budget request to the County at the end of the month; they were asked to submit just a report. (2) Sophia Smith is resigning her position as Youth Services Library Assistant. (3) Staff in Adult Services continue to hold events and participate in trainings. (4) Technical services staff continue updating the collection. (5) Youth Services has many ongoing programs and some new each month; the Juvenile Fiction collection has also been updated. (6) Hal Holmes continues to provide space for a variety of community events. (7) Circulation is up, compared with last month and last year.

B. Budget Report: The budget is on track.

- C. Friends of the Library Report: (1) The book sale was very successful. (2) The FOL is buying two new book sets.

VII. UNFINISHED BUSINESS

- A. The Board finalized plans for the Library Anniversary Event, to take place January 20, 2024. Students from CWU and the Friends of the Library have volunteered to help.

VIII. NEW BUSINESS

- A. The Board celebrated Andrea Sledge's membership. After six years of participation, she is retiring.
- B. The Board discussed upcoming vacancies.

IX. UPCOMING PROGRAMS/EVENTS

For November the following have been scheduled: (1) Noon Lunch Concert, (2) Library Book Club, (3) FOL Book Sale and monthly meeting, (4) Human Powered Hundred Peaks, and (5) Cultural Conversations.

X. UNSCHEDULED BUSINESS

XI. NEXT MEETING

December 12, 2023

XII. ADJOURNMENT

With no further discussion, meeting adjourned by Blackson at 5:02.

Respectfully submitted,
Loretta Gray, Secretary



Meeting Date: January 2, 2024
City of Ellensburg
City Council Agenda Report

Agenda Subject: Kittitas County Noxious Weed Control Board Interlocal Agreement
Submitted by: Ryan Lyyski, Public Works & Utilities Director
Department: Public Works & Utilities

Suggested Motion/Action:

Move to authorize the Mayor to sign an interlocal agreement with the Kittitas County Noxious Weed Control Board.

Background/Summary:

The City has had an interlocal agreement with the Kittitas County Noxious Weed Control Board, KCNWCB, since February of 2014. The interlocal continues the contractual arrangement with the KCNWCB to help in controlling noxious weeds in public rights of way and City-owned properties.

Previous Council Action:

Council authorized the original agreement in February of 2014 and renewed the agreement in December of 2019.

Analysis:

The proposed agreement contains the same terms as the previous agreements. The proposed agreement will expire on December 31, 2029. The City's relationship with the KCNWCB has been positive and staff recommends renewal of the agreement.

Financial Impact:

The agreement allows the KCNWCB to perform up to \$10,000 of weed control services per year. Costs have consistently been well below the \$10,000 amount. Staff annually includes funding in respective budgets for these expenditures.

Budget Adjustment: No

Attachments:

1. 2024 Ellensburg-Weed Board Interlocal

INTERLOCAL AGREEMENT BETWEEN
CITY OF ELLENSBURG
AND
KITITITAS COUNTY NOXIOUS WEED CONTROL BOARD

This Interlocal Agreement is made and entered into this ____ day of _____ 2024 (“Effective Date”), by and between Kittitas County through the Kittitas County Noxious Weed Control Board (hereinafter the “Weed Control Board” or “Board”), and the City of Ellensburg, a Washington municipal corporation (hereinafter the “City”).

WHEREAS, the City desires to contract with the Weed Control Board, and the Weed Control Board agrees, to have the Board perform noxious weed control services on City public rights of way and within the non-park areas of the City’s property ownership, and

WHEREAS, this Agreement for cooperative services is authorized by the provisions of Chapter 39.34 RCW, the Interlocal Cooperation Act,

NOW, THEREFORE, it is hereby agreed as follows:

1. Statement of Work. The Weed Control Board shall perform such services and accomplish such tasks, including the furnishing of all labor, equipment, materials and supplies and otherwise do all things as are necessary for or incidental to the weed control work, or contract for those services necessary to carry out the Board’s work under the terms of this Agreement. The weed control services shall be performed on the City public rights of way and within the non-park areas of the City’s property ownership.
2. Duration and Period of Performance. The term of this Agreement shall be from its Effective Date through December 31, 2029, unless terminated as provided in Section 16. Subject to its other provisions, the period of performance of this Agreement shall commence on March 15, 2024, and be completed by December 31 of each year this agreement remains in force and effect.
3. Payment. Compensation for the work provided in accordance with this Agreement has been established under the provisions of Chapter 39.34 RCW. The parties have determined that the cost of accomplishing the work herein will not exceed \$10,000.00 per fiscal year for labor, equipment, materials and supplies, including any work subcontracted by the Board. Payment for satisfactory performance of the work shall not exceed this amount unless the parties mutually agree in writing to a higher amount.
4. Billing Procedure. The Weed Control Board shall submit invoices for services as soon as possible after individual work performances. Invoices are to be sent to: Ellensburg Public Works and Utilities Department, 501 N. Anderson St., Ellensburg, WA 98926, Attn: Ryan Lyyski. Payment to the Weed Control Board for approved and completed work will be made within 30 days of receipt of the invoice. Upon expiration of the Agreement, any claim for payment not

already made shall be submitted within 30 days after the expiration date or the end of the year, whichever is earlier.

5. Contract Management. The Agreement administrator for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Agreement.

The Agreement administrator for the Weed Control Board is: Todd Davis, 901 E 7th Ave, Suite 3, Ellensburg, WA 98926. Telephone: 509-962-7007.

The Agreement administrator for the City of Ellensburg is: Ryan Lyyski, 501 North Anderson Street, Ellensburg, WA 98926. Telephone: 509-962-7230.

6. Maintenance of Records. Each party hereto agrees to maintain books, records and documents using accounting procedures which accurately reflect all direct and indirect costs related to the performance of services described herein. Each party may examine the other party's books and records to verify the accuracy of invoices. Each party's fiscal management system shall include the capability to provide accurate and complete disclosure of all costs invoiced under this Agreement. All books, records, documents and other materials relevant to this agreement will be retained for six years after expiration of the Agreement, and the Office of the State Auditor and any persons duly authorized by the parties shall have full access and the right to examine any of these materials during this period. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties.

7. Indemnification. Each party agrees to be responsible and assume liability for its own wrongful and/or negligent acts or omissions, or those of its officers, agents or employees to the fullest extent provided by law, and further agrees to save, indemnify, defend and hold harmless the other party from any and all such liability arising out of the performance of this Agreement. In the case of negligence of more than one party, any damages allowed shall be levied in proportion to the percentage of the negligence attributable to each party. This indemnification paragraph shall survive the termination of this Agreement.

8. Assignment. This Agreement cannot be assigned, transferred or any portion subcontracted by either party hereto without the prior written consent of the other party, which consent shall not be unreasonably withheld.

9. Future Support. Neither party to this Agreement makes any commitment to future support and assumes no obligation for future support of any activity contracted for herein, except as may be expressly set forth in this Agreement.

10. Compliance with Laws. Each party hereto, in its performance of this Agreement, agrees to comply with all applicable local, State, and Federal laws and ordinances.

11. Relationship of the Parties.

A. No agent, employee or representative of the Board shall be deemed to be an agent, employee or representative of the City for any purpose, and the employees of the Board are not entitled to any of the benefits the City provides to City employees. No agent, employee or representative of the City shall be deemed to be an agent, employee or representative of the Board for any purpose, and the employees of the City are not entitled to any of the benefits the Board provides to Board employees.

B. In the performance of the work herein contemplated, the party performing the work is an independent contractor with the authority to control and direct the performance of the details of the work; however, the work contemplated herein shall be subject to the general rights of inspection and review of the party requesting the work be done, to secure the satisfactory completion thereof.

12. Disputes. If a dispute arises between the parties concerning this Agreement, the director of the City's public works department and the administrator of the Weed Control Board shall attempt to resolve the dispute. If they are unsuccessful, the dispute shall be referred to the City Manager and the Chair of the Weed Control Board for resolution. If not resolved by the City Manager and the Chair within (30) days of referral, either party may pursue court action under paragraph 13 below.

13. Jurisdiction. Any legal dispute between the parties to this Agreement shall be governed by the laws of the State of Washington, and any action to enforce this Agreement shall be brought in Kittitas County, Washington.

14. Modification. The provisions of this Agreement may be modified or amended only by written mutual written agreement of the parties, executed by personnel authorized to bind each of the parties.

15. Waiver. A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

16. Termination. This Agreement shall remain in full force and effect until December 31, 2029, but may be terminated by mutual written agreement of the parties, or by written notice of termination given by one party to the other at least thirty (30) days prior to the date of such termination.

17. Agreement Not For Benefit of Third Parties. This Agreement is entered into solely for the benefit of the parties hereto and vests no rights in, or is it enforceable by, any third parties.

18. Severability. If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such

remainder conforms to the requirements of applicable law and the fundamental purpose of this agreement, and to this end the provisions of this Agreement are declared to be severable.

19. Filing. This Agreement shall be filed with the Kittitas County Auditor, or, alternatively, listed by subject on each or either party's web site or other electronically retrievable public source pursuant to RCW 39.34.040.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date first written above.

KITTITAS COUNTY
NOXIOUS CONTROL WEED BOARD

CITY OF ELLENSBURG

Holly Pinkart, Chair

Nancy Lillquist, Mayor

Attest:

Clerk

Approved as to form:

Approved as to form:

City Attorney



Meeting Date: January 2, 2024
City of Ellensburg
City Council Agenda Report

Agenda Subject: Bid Award – Bid Call 2023-16 University Way Overlay Cle Elum Street to BNSF Overpass
Submitted by: Grant Maskal, Construction Project Manager
Department: Public Works & Utilities

Suggested Motion/Action:
Award bid call 2023-16, to Central Paving, LLC in the amount of \$946,923.60, the lowest responsive and responsible bidder.

Background/Summary:
Bids were received on Tuesday, December 5th, 2023 for the above-mentioned project. Central Paving, LLC was the lowest responsive and responsible bidder in the amount of \$946,923.60. Council is being requested to award the bid to Central Paving, LLC.

The project includes planing 26,963 square yards of road surface from Cle Elum Street to the BNSF railroad overpass and overlaying with 4,450 tons of hot mix asphalt (HMA0; removal of existing pavement for shoulder widening, removing and replacing cement concrete curb and gutter, installing updated signage and pavement markings, and performing traffic control. This project will also take the three-lane roadway from Cle Elum Street to approximately Matheus Lumber and convert it into a four-lane roadway.

City staff designed and prepared bid specifications for this project, Bid Call #2023-16. City staff will also provide administration for the above scope of work associated with this bid call.

Previous Council Action:
The 2023 Six-Year Transportation Improvement Plan (TIP) 2nd Amendment and 2024 TIP were approved by Council with adoption of Resolution 2023-14 at the Regular Council meeting on June 20, 2023. This resolution allowed the City of Ellensburg to secure the Federal funds appropriated for the project.

Analysis:
The project was advertised and bids were received as follows:

Central Paving, LLC:	\$946,923.60
American Rock Products:	\$990,431.04
Granite Construction Company:	\$1,045,710.40
Engineer's Estimate:	\$1,189,239.25

The low bid submitted by Central Paving, LLC is below the engineer's estimate.

Financial Impact:

The total project is estimated to cost \$946,923.60. Costs for the project will largely be funded from a Federal appropriation through WSDOT in the amount of \$819,088.91 with a 13.5% match from the City in the amount of \$127,834.69. These funds are an approved budget item within the Arterial Street Fund for the 2023/2024 budget. These funds are accessible due to the Main Street and Wildcat Way Overlays and the Ruby Street Skim Patch being completed under budget.

Budget Adjustment: No

Attachments:

None



Meeting Date: January 2, 2024
City of Ellensburg
City Council Agenda Report

Agenda Subject: 2024 First Choice Health Appendix D Fee
Schedule/Performance Guarantees

Submitted by: Lisa Young, HR Director

Department: Human Resources

Suggested Motion/Action:

Move to approve Mayor's signature on the 2024 First Choice Health Appendix D Fee Schedule/Performance Guarantees

Background/Summary:

First Choice Health has updated Appendix D to include an increase in their administrative fees for 2024, which were included in the annual renewal agreement presented by our broker, Alliant. These increases are often based on industry standards.

Previous Council Action:

Approval of past agreements with First Choice Health and ongoing support for quality employee benefits.

Analysis:

First Choice Health provides the City with an annual renewal that includes administrative fees. These fees cover the cost of third-party services, such as customer service support, claim benefit administration, stop-loss reporting, and claim processing. Approval of Appendix D is necessary to continue providing First Choice medical and vision coverage to our employees.

Financial Impact:

The general administration fees have increased from \$36.26 per employee per month in 2023, to \$37.35 (3%). This additional cost was included in the supplemental budget recently approved by Council.

Budget Adjustment: No

Attachments:

1. FCH Appendix D for 2024 Benefits - 01.02.2024

APPENDIX D
Fee Schedule/Performance Guarantees
First Choice Health / City of Ellensburg

1. For services provided by TPA pursuant to this agreement, the Plan Sponsor will pay TPA the following administrative fees:

TPA & Network Services (Appendix B)	January 1, 2024 – December 31, 2024
General Administration of Medical/Vision Plan: TPA services include customer service support, claim benefit administration, stop-loss reporting and claim processing.	\$37.35 per employee per month (PEPM) (Subject to Performance Guarantees below)
FCHN PPO Access Fee (AK, ID, MT, OR, ND, SD, WA & WY)	Included
National Wrap Network (First Health)	20% of savings
Out-of-Network Claim Negotiation Services	20% of savings
In-Network Single Case Negotiation Services, including Single Case Agreements (SCAs or LOAs), if permitted under the Provider agreements	20% of savings
Subrogation Recovery Services	20% of savings
COBRA Administration	\$1.95 PEPM
Plan Fiduciary Service for Claim Handling (Urgent, Pre-Service and Post-Service) (See Appendix J)	Not Selected
Dental Plan Administration	Not Selected
Vision Administration	Included in Admin Fee
Consumer-Directed Program Offerings (HealthEquity)	
✓ Health Savings Account (HSA)	Not Selected
✓ Flexible Spending Account (FSA)	\$3.95 PAPM
✓ Limited Flexible Spending Account (LFSA)	Not Selected
✓ Dependent Care Assistance Program (DCAP)	\$3.95 PAPM
✓ Health Reimbursement Arrangement (HRA)	Not Selected
Employee Assistance Program (EAP)	January 1, 2024 – December 31, 2024
Employee Assistance Program (EAP)	\$1.97 PEPM
Physician Assistance Program (PAP)	Not Selected
Telehealth	January 1, 2024 – December 31, 2024
98point6	Not Selected
Patient Navigation (Powered by Rightway Health)	Not Selected
Medical Management	January 1, 2024 – December 31, 2024
Inpatient & Outpatient Utilization Management	Included
Disease Management - 8 Conditions (Preferred Vendor)	Not Selected
Case Management	\$300 per hour Physician; \$195 per hour RN; \$50 per hour Non-Clinical
Independent Review Organization (IRO)	Pass Through
24/7 Nurse Line (Preferred Vendor)	Not Selected

Maternity Program (Preferred Vendor)	Not Selected
Web Portal: On-line Health Assessment (Preferred Vendor)	Not Selected
Additional Services	January 1, 2024 – December 31, 2024
PPO Directories – FCH PPO Network	On-line access included Paper: Cost plus 20%
Identification (ID) Cards include pharmacy details	Initial enrollment included. If required to issue a subsequent full replacement of ID cards: at cost.
Check Issuance (MICR-Encoded)	Cost
Administrative Services Agreement (Contract)	Included
Government Assessed Fees	Pass Through
Independent Dispute Resolution (IDR)	Pass Through
Ongoing Packet Collating/Copying	Cost + 15%
Postage & Delivery Costs	Cost + 15%
Online Access - eligibility available	Included
Online Access - claims status available	Included
Online Access - enrollment /changes	Included
Interactive Voice Response System (IVR)	Included
State and Federal Taxes and Fees (including, but not limited to NY and MA Surcharge Reporting, Vaccine Assessments)	Administrative Support Included Tax and Fees - Pass Through
Open Enrollment - Representative	Included
Dedicated Call Flow (DID & Toll-free Number)	Included
Development of detailed eligibility and claim file exchange to support data warehousing • Eligibility • Institutional Claim File (Medical) • Professional Claim File (Medical) • Pharmacy Claim File (for clients using FCH MedImpact contract)	\$2,000 per file
Maintenance of detailed eligibility and claim file exchange	\$0.05 PEPM (annual minimum of \$1,000)
Custom development of data exchange with vendor partner • Any associated vendor set-up fees will be the responsibility of the plan sponsor	\$150 per hour
Standard Healthcare Reporting Package	Included
Custom Reports: TPA and Medical Management	\$150 per hour development and testing
Custom HPS Reports	\$200 per hour development \$200 per hour (with a one hour minimum) per report to run and distribute reports
New Plan Implementation Fee	Fee based on development and testing per plan. Cost provided via work order.
3rd-Party Stop-Loss Vendor Interface	Included
Language Translation Services required under the ACAA (written)	Cost
Language Translation Services required under the ACA (oral)	Included
Other (please specify):	
Additional Charges for non-Preferred Arrangements	See Appendix

2. FCH will submit an administrative invoice to the Client ten (10) days prior to the first of the month in which payment is due. The monthly administrative fee is due and payable no later than the tenth

day of each month following the effective date of the Agreement. Payments not received by the last day of each month during the term of this Agreement will be subject to a fee of 12% per annum.

3. All services not specifically referenced in this Agreement as the responsibility of FCH will be provided at FCH's discretion, at the expense of the Plan Sponsor. FCH will not incur any expense or obligation without prior written approval of Plan Sponsor.
4. Plan Sponsor will reimburse FCH for programming or reports required due to changes in the Plan, as mutually-agreed upon prior to FCH incurring expense.
5. In the event of termination of this Agreement, FCH will perform administrative services on Claims incurred prior to, but paid after, the date of termination (runout services) for a twelve (12) month period. Fees for administration of runout services will be equal to three (3) full months of administration fees, based on an average of the number of Participants during the last calendar year. In addition, the Plan Sponsor will be liable to FCH for fees, which are due and unpaid as of the date of termination.
6. FCH reserves the right to re-evaluate administrative fees if the membership varies by more than 10% from initial or renewal proposal.
7. FCH will produce an electronic copy of each restated Summary Plan Document at no additional charge. The language shall be reviewed and approved by the Plan Sponsor. FCH does not provide a legal opinion or advice that the Plan provisions are in compliance with state and federal laws and regulations.
8. FCH will provide the Plan Sponsor with all proposed renewal fees at least ninety (90) days in advance of the first day of each subsequent Term.
9. FCH agrees to guarantee certain performance for each Plan Year. FCH agrees to place a total of \$3.00 per employee per month (PEPM) of the medical Administrative Service Fee described above at risk. The six (6) performance measurements, and the associated financial penalty, are as set forth below:

Measurement	Proposed Guarantee	Annual Maximum Penalty PEPM
Claim Administration		
• Processing accuracy	95%	\$0.60
• Financial Accuracy	98%	\$0.60
• Turnaround Times (Timeliness)	90% of claims in 15 business days	\$0.60
Telephone Response Time		
• Abandonment rate	≤5%	\$0.60
Administrative		
• Eligibility	Accept annual open enrollment eligibility details loaded into the system within three (3) business days of receipt of EDI files.	\$0.30

• ID card delivery	ID cards initiated for open enrollment within two (2) business days of acceptance of enrollment above.	\$0.30
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Maximum Fees Placed At Risk	\$3.00 PEPM
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- a. The Plan's year-to-date performance standards are estimated monthly and posted to the Plan Sponsor's client portal by the 20th of the month following the end of the month.
- b. Financial penalties are based on actual results for all of FCH's clients for twelve (12) months coinciding with the Plan year and paid annually within 90 days of the end of the Plan year, if applicable.
- c. Performance standards are based on FCH's entire book of business and are not client specific.
- d. Performance guarantees are not applicable to initial enrollment provided in a format that requires manual entry of member information, such as a spreadsheet.

Effective Date: January 1, 2024

City of Ellensburg

On Behalf of City of Ellensburg Medical Plan

Signature: _____

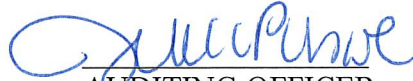
Printed Name: _____

Title: _____

Date: _____

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.

 12-27-29
AUDITING OFFICER 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 JANUARY 2023**. THE COUNCIL, BY A VOTE, HAS APPROVED FOR PAYMENT THE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS:

Check #'s	164354	TO	164517	\$	609,231.21
EFT #'s	6601	TO	6626	\$	1,483,842.27
Treasure Cash					
EFT #'S	309		309	\$	100,989.05
Payroll Fund					
Check #'s	96144	TO	96148	\$	4,676.87
Direct Deposits	76713	TO	76956	\$	484,779.48

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

ATTEST: _____
CITY CLERK

Council Board & Committee Assignments November 2023

BOARD OR COMMITTEE	MEETING TIME	REPRESENTATIVE
Affordable Housing Commission 501 N. Anderson Street Ellensburg, WA 98926 Dan Carlson 925-8653	1 st Wednesday Every Month (3 rd as needed) 4:30 p.m. Council Chambers	Beauchamp
Central Cascades Community Forest Group (Checkerboard Partnership) Melissa Speeg m.speeg@kittitasconservationtrust.org 201 W. Pennsylvania Avenue, Suite 201/PO Box 428 Roslyn, WA 98941 509-649-2951	4 th Tuesday 10 am - noon (Zoom or Teanaway Grange)	Lillquist
Chamber of Commerce Liaison 609 N. Main Street Ellensburg, WA 98926 925-2002	4 th Tuesday Every Month 7:30 a.m. Chamber	Heidi/[vacant]
City Finance Committee Jerica Pascoe, Finance Director 501 N. Anderson Street Ellensburg, WA 98926 962-7205	Quarterly (Jan., Apr., July, Oct.) 3 rd Wednesday 4:00 p.m.	D. Miller [vacant]
Diversity, Equity and Inclusion Commission Nicole Klauss 501 N. Anderson Street Ellensburg, WA 98926 925-8657	2 nd Tuesday Every Month (4 th as needed)	Goodloe
Lodging Tax Advisory Committee Cyndi LaChappelle-Mathis 501 N. Anderson Street Ellensburg, WA 98926 962-7221	1 st Wednesday Every Month 2:00 p.m. Council Chambers	Winn
Utility Advisory Committee Ryan Lyyski 501 N. Anderson Street Ellensburg, WA 98926 962-7227	3 rd Thursday Every Month 3:30 p.m. Council Conference Room	Lillquist Goodloe
KITTCOM Administrative Board George Long 700 Elmview Road Ellensburg, WA 98926 925-8530	2 nd Thursday Every Month 1:30 p.m.	Winn

BOARD OR COMMITTEE	MEETING TIME	REPRESENTATIVE
Kittitas County Airport Advisory Committee Airport Office 3110 N. Airport Road, Suite 1 Ellensburg, WA 98926	2 nd Wednesday Every Month 5:30 p.m. Airport Office	Lillquist
Kittitas County Conference of Governments Candie Leader 962-7523	3 rd Wednesday 6:00 p.m. Location alternates between Upper and Lower County	Elliott Goodloe
Kittitas County EMS and Trauma Care Council Cheryl Burrows PO Box 821 Cle Elum, WA 98922 674-2932	1 st Thursday Even Months 7:00 p.m. Location alternates between Upper and Lower County	Elliott
Kittitas County Homelessness & Affordable Housing Committee 205 W. 5 th Street, Suite 108 Ellensburg, WA 98926 962-7508	1 st Monday 1:30 p.m. BOCC Auditorium	Goodloe
Kittitas County Law and Justice Council Kittitas County Courthouse 205 W. 5 th Street Ellensburg, WA 98926 Pat Gigstead 962-7670	3 rd Wednesday Every Month 8:00 a.m. BOCC Auditorium	Winn
Fire Relief & Pension Board Beth Leader, City Clerk 501 N. Anderson Street Ellensburg WA 98926 925-8614	AS NEEDED	Mayor (Lillquist)
Kittitas County Developmental Disabilities Advisory Committee 205 W. 5 th Street Ellensburg WA 98926 Kasey Knutson 925-7090	2 nd Tuesday Every Other Month 6:00 p.m.	Beauchamp
Kittitas County Disability Board (LEOFF) Krista Wallace 962-7531	4 th Wednesday Each Month 8:00 a.m. BOCC Conference Room	Mayor (Lillquist)
LEOFF* City to create new Board in January	[TBD]	[2 Councilmembers]

<u>BOARD OR COMMITTEE</u>	<u>MEETING TIME</u>	<u>REPRESENTATIVE</u>
Yakima Basin Fish and Wildlife Recovery Board Alex Conley 1200 Chesterly Drive, Suite 280 Yakima, WA 98902 509-453-4104	One Thursday Afternoon Every Other Month 2:00 p.m.	Lillquist
Kittitas County Solid Waste Advisory Committee Patti Johnson 925 Industrial Way Ellensburg WA 98926 962-7070	AS NEEDED (Generally 2 times per yr.) 6:30 p.m.	Winn
Steer I-90 Coalition Commissioner Osiadacz 962-7569		D. Miller
Kittitas County Bowling Alley Subcommittee Patti Stacey 962-7542		Winn
ASCWU-BOD Liaison 400 East University Way Ellensburg, WA 98926 963-1693		[vacant]
Public Transit Advisory Committee 501 N. Anderson Street Ellensburg, WA 98926 Betsy Dunbar 925-8680	3 rd Tuesday 3:30 p.m.	D. Miller
Kittitas County Health Network 700 E. Mountain View Avenue, Suite 501 Ellensburg, WA 98926 Susan Grindle 509-925-1448	3 rd Wednesday 4:00 p.m.	Elliott
<u>COUNCIL LIAISONS TO BOARDS AND COMMISISONS</u>		
Arts Commission – David Miller	2 nd Thursday at 4:00 p.m.	
Ellensburg Business Development Authority Board – Rich Elliott	2 nd Wednesday at 4:00 p.m.	
Environmental Commission – Adam Winn	3 rd Wednesday at 5:15 p.m.	
Landmarks and Design Commission – [vacant]	1 st and 3 rd (as needed) Tuesday at 5:45 p.m.	
Library Board – Sarah Beauchamp	2 nd Tuesday at 4:30 p.m.	
Parks and Recreation Commission – [vacant]	2 nd Wednesday at 5:30 p.m.	
Planning Commission – Rich Elliott	2 nd Thursday at 5:45 p.m.	

* Mayor alternate for all liaison assignments



MANAGER'S REPORT

DATE: January 2, 2024

To: Ellensburg City Council

FROM: Heidi Behrends Cerniwey, City Manager

1. Gateway II Project – Wetland Mitigation

The City of Ellensburg's proposed Gateway II Project is anticipated to disturb 0.106 acres of wetlands for which compensatory mitigation will be required under Section 15.620.040 of the Ellensburg City Code and Sections 404/401 of the federal Clean Water Act. City staff propose that the mitigation for these impacts take place at Paul Rogers Park. The proposed mitigation work would entail enlarging two existing wetlands within the park, one in the northwest corner and one in the southwest corner of the park. Staff will be taking this to the Parks & Recreation Commission at their January 10, 2024, meeting for consideration and back to Council at a future meeting.

2. Appointment Process for City Council Position No. 3

A proposed plan will be presented to confirm the appointment process to fill Council Position No. 3, which was vacated by Adam Winn on December 19. The plan includes posting the open position during the first week of January with applications due by Monday, January 26, 2024 at 5:00 p.m. Candidates would be invited to the February 5, 2024, City Council meeting for an introduction and interview during the regular meeting. If more than five applications are received, then staff recommend interviews are conducted and the selection for appointment made at a special meeting.

3. Community Policing Survey

The Ellensburg Police Department has partnered with CWU to conduct a community policing survey, which will be available in April. This survey will help EPD better understand the community's safety concerns and areas where the department can better communicate the local crime information. The survey will be distributed online, through social media and through printed copies available at EPD and other City offices. The survey responses will take several weeks to analyze, after which EPD will report the results to Council and the public.