

AGENDA DIVERSITY EQUITY & INCLUSION COMMISSION June 11, 2024

Hybrid Meeting In-person and via Zoom



Join via Zoom:

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AMERICANS WITH DISABILITIES ACT

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

CITY OF ELLENSBURG
DIVERSITY EQUITY & INCLUSION COMMISSION AGENDA
Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Tuesday, June 11, 2024
3:00 PM - Regular Meeting

1. Call to Order and Roll Call of Members

1.A Need excused absence for Phil Backlund for today's meeting due to planned vacation.

2. Approval of Agenda (No Public Comment)

3. Approval of Minutes

3.A Approval of Minutes from May 14, 2024

4. New Business

4.A Brainstorm Ideas For Encouraging A More Diverse Community To Bicycle In Ellensburg

4.B Retreat Discussion

5. Previous Meeting Motions And To-Do List Review

5.A Previous Meeting Motions And To-Do List Review

6. Liaison Reports • ESD (Rhonda Schmidt) • EDA (Teresa Chanes) • CWU (Lucinda Carnell)

7. Subcommittee Reports

7.A Subcommittee Reports

8. Commission Member Reports

9. Staff Report

10. Public Comment 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 DEI Commission 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.

11. Preview Next Meeting: July 9, 2024



For more information on the Diversity, Equity and Inclusion Commission, contact Public Information Officer Nicole Klauss at 509-925-8657.



Meeting Date: June 11, 2024

City of Ellensburg

Diversity Equity & Inclusion Commission Agenda Report

Agenda Subject:

Approval of Minutes from May 14, 2024

Submitted by:

Department:

City Manager

Suggested Motion/Action:

Review and approve the minutes from the May 14, 2024 DEI Commission meeting.

Background/Summary:

Review and approve the minutes from the May 14, 2024 DEI Commission meeting.

Previous Council Action:

N/A

Analysis:

N/A

Financial Impact:

N/A

Budget Adjustment: No

Attachments:

1. 5.14.24 DEI Commission Minutes

CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Diversity, Equity & Inclusion

Commission Meeting

May 14 2024

3:00 PM

Council Conference Room & Zoom

1. Call to Order and Roll Call

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

Roll Call Present: Nancy Goodloe, Tylene Carnell, Kandee Cleary, Mayra Colazo, Teresa Divine, Amber Hoefer, and Alex Mandujano.

Absent: Phil Backlund

Also present: Nicole Klauss, Public Information Officer (Recording Secretary); Rhonda Schmidt, ESD liaison; Lucinda Carnell, CWU liaison; Teresa Chanes, EDA liaison; Aaron Reiman, City Prosecutor/Assistant City Attorney; Jeremy Johnston, Planning Manager; Heidi Behrends Cerniwey, City Manager; Kelle Vandenberg, Arts & Economic Development Manager; Ramona Bryant, League of Women Voters; 1 applicant to the commission; and 2 members of the public (one online and one in person).

2. Approval of the Agenda

Commissioner Divine moved to approve the amended agenda. Commissioner Cleary seconded the motion. There was no discussion. **Motion approved 6-0.**

3. Approval of Minutes from April 9, 2024, Meeting

Commissioner Carnell moved to approve the minutes from the April 9, 2024, DEI Commission Meeting. Commissioner Cleary seconded the motion. There was no discussion. **Motion approved 6-0.**

4. New Business

A. City Prosecutor/Assistant City Attorney Aaron Reiman presented on Robert's Rules of Order.

B. Comprehensive Plan Amendments

Jeremy Johnston went over suggested edits the commission provided to Chapter 9 of the comprehensive plan. There will be a formal public participation plan later this year; this is just a starting point.

C. Award 2024 Grants

The Commission reviewed the grant subcommittee's recommendation for funding of 2024 grant projects. Commissioner Cleary made the motion to approve the subcommittee's grant recommendations and forwarded them to the Ellensburg City Council for approval at the June 3 meeting. Commissioner Divine seconded the motion. **Motion approved 6-0.**

Carnell said there were challenging decisions to make with only \$6,000. Colazo said that shows the need in the community when considering the next budget. Goodloe said a few applications would be good for the City's community grant program and staff will pass on that feedback.

D. Approve Spending for Juneteenth Celebration

Goodloe said planning of the Juneteenth celebration is going well and the museum is working on an exhibit about Black History leaders and events. The commission was asked to provide 500 hand flags with the Juneteenth logo and \$200 for the musician to play. Goodloe made the motion to approve spending up to \$500 on flags and the musician for the Juneteenth event. Commissioner Cleary seconded the motion. **Motion approved 6-0.**

EDA liaison Teresa Chanes said Black Grenade Entertainment will be doing live music at The Red Pickle with the night market right there. They are trying to spread the word about the event. The CWU Library is doing a webpage that is interactive as well. Marketing for the Juneteenth celebration will go out this week.

E. World Café Recap

Klauss provided a recap on the World Café attendance and expenses. Attendance was around 25 people and most were facilitators or volunteers. Expenses were around \$800 from the City and CWU contributed refreshments and the location.

Cleary suggested looking at late fall and mid-winter for the next one. Goodloe said the World Café committee will meet to discuss the next event.

F. Miscellaneous Comments (Goodloe added this in the moment)

Goodloe thanked Commissioner Colazo for serving on the commission as this was her last meeting and she is not reapplying. There will be another spread of advertising to solicit applicants for the position.

Applicant William Coleman made an introduction to the commission.

5. Previous Meeting Motions and 90-Day To-Do List Review:

- Lucinda Carnell said there is a resources guide in the Wildcat Pantry that was emailed to Goodloe. It connects students with off-campus resources.
- Kelle Vandenberg provided an update on the call for artists for Unity Park.
- Klauss will set a meeting with other commissions regarding the Unity Park celebration.
- Goodloe will follow up with Dispute Resolution Center.
- Divine will reach out to the new market manager and the EDA night market manager.

6. Liaison Reports

Lucinda Carnell reported:

It's been a year of change at CWU as they try to aspire to the vision and mission but were faced with challenges of realities. President recently put out a letter to campus that mentions creating an action agenda and listening to stories of bias. Carnell was interim Vice President of Diversity, Equity and Inclusion this year but will go back to being faculty and a new interim will start in June.

Rhonda Schmidt: The Ellensburg School District is wrapping up the year and working on initiatives and staff training for next year. They are working on making sure their processes meet the needs of students in the community.

Teresa Chanes reported: She is now the liaison for the EDA.

7. Subcommittee Reports

Goodloe said the grant subcommittee met. Goodloe said the interview committee met and is recommending Carnell be reappointed for a second term. It will go to the City Council for approval.

8. Commission Member Reports

Commissioner Carnell reported:

- The high school pizza klatch program sees 30 kids showing up. They had a conversation about how they want to wrap up at high school and planning end of year celebration.
- On May 18, the youth summer kickoff is happening at Morgan Middle School from 11-3 with approximately 26-28 organizations.
- Trout Unlimited is hosting a women in fly fishing from 1-5 p.m. June 16 at IRRP.

Commissioner Colazo reported:

- There is no update on CWDR finding a new location. Staff is switching to hybrid in September and trying to figure out a place.
- The Department of Health had a retreat and Colazo was the only representative from Central Washington. Colazo voiced concerns about lack of specialists and the struggle with getting to the West Side to visit specialists. The Department is adding this to their priorities for next year.

9. Staff Report

Klauss reported:

- Amy McGuffin at the Chamber reached out encouraging the City to celebration National Hispanic Heritage Month, September 15-October 15 at Unity Park.
- Thanked Colazo for serving.
- The DEI Commission Retreat is set for Friday, August 2 from 8-2 in the Council Chambers at City Hall.

10. Public Comment

Landis Hanson provided public comment.

Preview Next Meeting May 14, 2024

- City Mayor proclamation discussion
- Councilmember Nancy Lillquist to brainstorm ideas for encouraging a more diverse community to bicycle in Ellensburg
- Juneteenth updates

Meeting adjourned.

Nicole Klauss

Drafted: 5/15/24

Approved:



Meeting Date: June 11, 2024
City of Ellensburg

Diversity Equity & Inclusion Commission Agenda Report

Agenda Subject: Brainstorm Ideas For Encouraging A More Diverse Community To Bicycle In Ellensburg

Submitted by:

Department: City Manager

Suggested Motion/Action:
Brainstorm ideas to encourage a more diverse community to bicycle in Ellensburg.

Background/Summary:
The Environmental Commission wishes to brainstorm ideas for encouraging a more diverse community to bicycle in Ellensburg. Ellensburg has been named a silver-level bicycle friendly community. The Environmental Commission's goal is to receive a "Gold" award in 3 years when we re-apply to be a Bicycle Friendly Community. The 2023 BFC application included a new section on Equity and Accessibility. We did not score well in this section (only 9% of the points available) and would like to improve the score as a measure of how well we are serving diverse communities in the City.

Previous Council Action:
N/A

Analysis:
Review the 2023 report card and equity questions. Provide ideas on how to improve in those areas.

Financial Impact:
N/A

Budget Adjustment: No

- Attachments:**
- 1. BFC Equity questions
 - 2. 2023 Report Card



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☐ Local and Regional Government Alliance on Race & Equity (GARE) Network

Member

☐ Other*

☐ None of the above

***E29a. If other, please describe.**

E30. Describe any other efforts by your community to evaluate and/or plan for bicycle improvements that have not already been covered. (500 word limit)

Use this space to expand on answers checked above, or to describe any additional evaluation & planning efforts that have not yet been covered.

E31. If this is a renewing application, please summarize the most significant changes to your community's bicycle Evaluation & Planning efforts or investments since your last BFC application. (250 word limit)

EQUITY & ACCESSIBILITY

The League defines “Equity” as the just and fair inclusion into a society in which everyone can participate and prosper. The goals of equity must be to create conditions that allow all to reach their full potential, by erasing disparities in race, income, ability, geography, age, gender and sexual orientation.

The principle of equity acknowledges that there are historically underserved and underrepresented populations, and that fairness regarding these unbalanced conditions is needed to assist equality in the provision of effective opportunities to all groups.

“Accessibility” refers to improving and increasing access and mobility options for everyone, including, and in particular, for people with disabilities. The League recognizes that not every disability is visible to others, and that not every person with a permanent or temporary mobility or accessibility need identifies as ‘disabled’. Whether from a cognitive, sensory, or physical disability, or from age, temporary illness, or injury, there are people in every community who face a range of mobility challenges for whom a bike or cycle may open a world of possibilities to increase accessibility.

We firmly believe that *Equity & Accessibility* are the essential lenses through which all other BFC work must be viewed in order to achieve a Bicycle Friendly America for everyone.



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As such, you will find questions and answer options related to improving equity & accessibility throughout the BFC application in each previous “E” section, in addition to this new dedicated “Equity & Accessibility” section.

These Equity & Accessibility updates have been developed thanks to the input and participation of hundreds of communities and local advocates with a wide range of lived experiences and areas of expertise, to whom we are very grateful.

The League presents this new section with the recognition that our work to listen, learn, and engage on the topics of Equity & Accessibility in the BFC program is not yet finished, and never will be. Equity is an ongoing practice and the League will continue to engage with partners, local advocates, and communities in the BFC program to incorporate new ideas, reflect new challenges, and continue to grow and learn. If you have questions, comments, or feedback about the updated BFC application, please email us at bfa@bikeleague.org.

Thank you for continuing to learn and engage in this work along with us.

-Amelia Neptune, Bicycle Friendly America program director

June 2022

Equity & Accessibility Staffing, Committees, & Partnerships

F1. Does your local government have an internal Diversity, Equity, and Inclusion (DEI) or similar initiative, department, or position?

- ☐ Yes*
- ☐ No
- ☐ In the process of creating this role or department

***F1a-c. Provide the name and email address of the primary contact.**

***F1d. Please describe how, if at all, the DEI initiative, department, or position supports equitable bike planning or outreach in the community.**

F2. Does your community have an officially-recognized DEI or Transportation Equity Committee or similar equity-related advisory committee or working group focused on equity or mobility justice issues? (Separate from the Bicycle Advisory Committee)

- ☐ Yes*
- ☐ No



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☐ In the process of creating this committee or working group

***F2a. What is the name of this committee or working group?**

***F2b-d. Provide the name and email address of the primary contact.**

***F2e. How, if at all, has this advisory committee or working group informed or influenced bike planning, infrastructure and/or programming in your community?**

F3. Does your local government have a dedicated Disability Services Department, Office of Disability Rights, or similar department(s) or role(s) dedicated to supporting and advocating for residents with disabilities?

☐ Yes*

☐ No**

☐ In the process of creating this kind of role or department

If yes:

***F3a. If yes, please list the name(s) of the department(s) and a primary contact for each.**

***F3b. If yes, please describe how, if at all, these departments or individuals have been involved in improving accessibility for disabled cyclists across a range of disabilities and access needs**

If no:

****If your local governmental agency has 50 or more employees (full-, part-, or seasonal), it is required by federal law to have a designated ADA coordinator. If your agency is that large or larger, who is the ADA coordinator?**

F4. What types of partnerships has the community established to reach new audiences and increase representation and inclusion in your education, encouragement, outreach and/or engagement processes?

Check all that apply.

Note you will be asked to provide details for each option checked.



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- | | |
|--|---|
| <ul style="list-style-type: none"> ☐ BIPOC affinity bike club or community group(s) ☐ Femme/Trans/Women affinity bike club or community group(s) ☐ LGBTQIA+ affinity bike club or community group(s) ☐ Disabled cyclist affinity bike club or community group(s) ☐ Senior citizen affinity bike club or community group(s) ☐ Family-oriented affinity bike club or community group(s) ☐ Youth bike club or community group(s) ☐ Bicycle co-op or non-profit community bike shop ☐ Local independent bike shop ☐ Disabled people and/or disability advocates/activists ☐ Language services agency or advocacy/support group ☐ Affordable housing agency or advocacy/support group ☐ Unhoused/homeless services agency or advocacy/support group ☐ Immigrant or Refugee services or advocacy/support group ☐ Reentry and/or Rehabilitation services agency or advocacy support group | <ul style="list-style-type: none"> ☐ Employment Service Centers ☐ Preschools or Daycare Facilities ☐ School District and/or public or private K-12 schools ☐ College or University ☐ Youth groups, clubs, or coalitions ☐ Youth development organizations ☐ Office on aging, senior services agency, or related affinity groups ☐ Public library ☐ Local civic associations or neighborhood groups ☐ Faith-based organizations or places of worship ☐ Civil rights or social justice-focused advocacy group or organization ☐ Sustainability or climate-focused advocacy group or organization ☐ Public health agency or local healthcare provider ☐ Parks and recreation agency or similar ☐ Emergency management/disaster response agency or similar ☐ Transit agency or similar ☐ Bike share provider or similar ☐ Business or commercial districts or similar ☐ Other (please describe below) ☐ None of the above |
|--|---|

F4a. For EACH category checked in F4, please list the partner group(s) and briefly describe or summarize the activity or partnership involving that group.

Equity Data Collection & Goals

F5. Does your community collect or track any other bicycle-related data with socioeconomic and/or demographic details that hasn't already been mentioned



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elsewhere on this application? (e.g. statistics on access to a bike/bike ownership, cyclist satisfaction, or barriers to riding, etc. specifically among women, seniors, People of Color, people with disabilities, unhoused/homeless people, non-English speakers, etc.)

☐ Yes*

☐ No

***F5a. If yes, please describe your methodology and findings.**

***F5b. Optional file upload:** (If you have multiple files, please combine them in a zip file to allow our reviewers to see all)

F6. Has your community established any specific and measurable equity-related goals or performance measures that relate to bicycling?

☐ Yes*

☐ No

***F6a. If yes, please describe or list the goals.**

***F6b. If yes, please describe or list any plans or systems in place to help the community meet these goals. Provide links if these plans have not already been included elsewhere on this application.**

Equity & Accessibility Policies & Plans

F7. Has your community conducted any equity-centered analysis (e.g., social vulnerability assessment, equity matrix, index, or similar effort) as part of a community Bicycle Master Plan, Vision Zero Action Plan, Safe Routes to School Plan, ADA Transition Plan, or other similar planning effort or document?

☐ Yes*

☐ No

***F7a. If yes, please provide a brief description of assessment or efforts and any relevant links.**

***F7b. If yes, please summarize the ways this assessment has influenced the decision-making process for the implementation of the related plan or effort?**

F8. Does your community regularly incorporate any of the following socioeconomic or demographic variables into any planning or decision-making



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processes for the development or prioritization of bike infrastructure projects? (e.g. data overlay mapping at the neighborhood or census tract scale.) Check all that apply.

- ☐ Age
- ☐ Income/poverty status
- ☐ Race/Ethnicity
- ☐ Vehicle ownership
- ☐ Transit reliance
- ☐ Language/English proficiency
- ☐ Foreign-born population
- ☐ Gender
- ☐ Disability status
- ☐ Education Level
- ☐ Other*
- ☐ None of the above

***F8a. If other, please describe.**

F8b. For any variable selected above in F8, please describe how the variable(s) have informed decision-making or prioritization around bicycle investments and project implementation. Please include any relevant links, if applicable, that could help us to better understand your methodology, and inspire other BFC applicants to learn from your community's process. (Write "N/A" if no variables were checked in F8.)

F9. Has your community adopted any of the following types of equity-related action plans? Check all that apply.

- ☐ Racial Equity Action Plan or similar*
- ☐ Inclusive Mobility Action Plan or similar plan focused on improving accessibility for people with disabilities*
- ☐ ADA Transition Plan or similar*
- ☐ Limited English Proficiency (LEP) Plan or similar *
- ☐ Climate Equity Plan or similar*
- ☐ Health Equity Plan or similar*
- ☐ Other similar*
- ☐ None of the Above

For EACH option checked:



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***F9a-g. Has this plan impacted or influenced bicycling planning efforts in your community?**

- ☐ Yes**
- ☐ No

****F9a1-g2. If Yes, please describe and provide a link to the plan.**

F10. Has the community developed any anti-displacement programs or strategies that relate to transportation investments?

- ☐ Yes, for individual projects*
- ☐ Yes, there is an overall program or strategy for the entire community**
- ☐ No, but the community has taken other steps to mitigate or avoid displacement***
- ☐ None of the above

***F10a. Please describe your community's anti-displacement programs or strategies for any specific transportation projects, including how you are documenting or measuring the impact or outcome of these efforts. Please include links to more information, if available.**

****F10b. Please describe your community's overall anti-displacement program or strategy, including how you are documenting or measuring the impact or outcomes. Please include links to more information, if available.**

*****F10c. If other steps are being taken to mitigate or avoid displacement in your community, please describe these efforts, including how you are documenting or measuring their impact. Please include links to more information, if available.**

Equity & Accessibility Bonus Points

F11. Are there any other innovative strategies, programs, facilities, or initiatives in place to specifically support cyclists with any vision, hearing, mobility, and/or cognitive needs in your community, that have not already been covered on your BFC application? Please describe and include links to more information, if applicable. (OPEN-ENDED)

F12. Are there any other innovative strategies programs, facilities or initiatives in place to make cycling more equitable and inclusive for any historically underrepresented or marginalized groups or individuals in your community, including women, people of color, non-English speakers, people with disabilities,



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non-drivers, young children, and/or seniors? Please describe and include links to more information, if applicable. (OPEN-ENDED)

F13. If this is a renewing application, please summarize the most significant improvements to your community's bicycle-related Equity and Accessibility efforts or investments since your last BFC application. (OPEN-ENDED)

FINAL OVERVIEW

G1. What are the *top three* reasons your community has made bicycling a priority?

Click up to three.

- ☐ Improved quality of life
- ☐ Improving public health
- ☐ Community connectivity
- ☐ Provide affordable transportation options
- ☐ Reduce car-parking demands
- ☐ Climate change/environmental stewardship concerns
- ☐ Decrease traffic congestion
- ☐ Increase tourism
- ☐ Increase property values
- ☐ Cooperation with adjacent communities
- ☐ Public demand
- ☐ Economic development
- ☐ Support Smart Growth or other growth management goals
- ☐ Traffic and bicycle/pedestrian safety
- ☐ Meet local or state requirements
- ☐ None of the above

G2. Briefly describe the most positive outcome of your community's support for bicycling. (250 word limit)

G3. How is the local government specifically educating the community about how the benefits of biking align with the broader goals of the community? (250 word limit)

G4. What are your community's greatest achievements in the last 12 months in the work to become more bicycle-friendly? (250 word limit)



Ellensburg, WA



Award: Silver | Spring 2023

Award History:
Silver since 2015.

Ellensburg's BFA Program Stats

of Local Bicycle Friendly Businesses: **0**
of Local Bicycle Friendly Universities: **0**
of Local League Cycling Instructors: **1**
Washington's Bicycle Friendly State Ranking: **#3**

The 5 Es Category Scores	Ellensburg	Max Score this round
Engineering	27%	53%
Education	21%	56%
Encouragement	30%	68%
Evaluation & Planning	28%	42%
Equity & Accessibility	9%	37%

Percentages shown above are the points received out of total points available in that category. See pages 2-3 for Ellensburg's subcategory points earned within each Category.

Key Outcomes

Overall Commuter Ridership: 1.1%

Male Commuter Ridership: 2.1%

Female Commuter Ridership: 0%

(Bicycle Mode Share among commuters, according to the Census Bureau's 2021 American Community Survey 5-Year Estimate.)

Bicycle Mode Share: unknown

(Reported by applicant)

Annual Average Bicyclist Crashes in last 5 years: 7.6

Annual Average Bicyclist Fatalities in last 5 years: 0

(Crashes and Fatalities both reported by applicant)

Community Profile

Population: 20,970

Area: 8 square miles

Population Density: 2621 people/square mile

Land Classification:

Mixed Urban/Suburban

Poverty Rate: 28%*

Median Household Income: \$43,567*

Percent of the Population that Speaks a

Language Other Than English at Home: 9.6%*

Percent with Disability: 11.5%*

Percent of Households with No Vehicle Available: 8.2%*

*Source: <https://data.census.gov/profile?g=160XX00US5321240>

Ellensburg's Bike Links

Bike Network Map, if available:

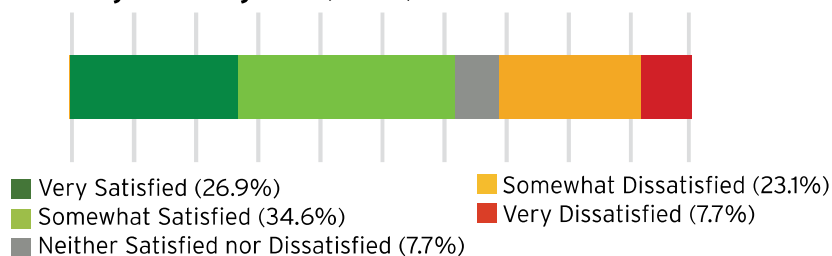
<https://www.bikemap.net/en/I/5793639/>

Bike Plan, if available:

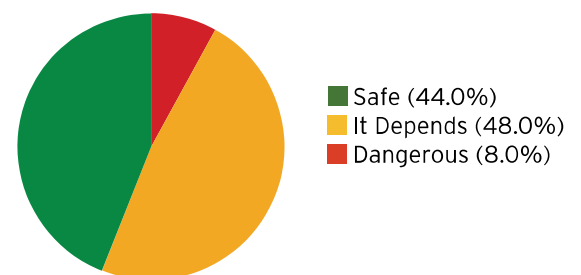
<https://ci.ellensburg.wa.us/DocumentCenter/View/527/NMT-Plan-Final?bidId=>

Spring 2023 BFC Public Survey Response Summary for Ellensburg, WA

How satisfied are you with how this community is designed for making bike riding safe? (n = 26)



Is it safe or dangerous to ride a bicycle in your neighborhood, or does it depend? (n = 25)



What is the number one change you would most like to see the local government make in this community for bicyclists? (n = 26)

1. More bike paths (26.9%)
2. More bike lanes (23.1%)
3. Improve markings and signage that direct people to safe bike routes (15.4%)

About this Report Card

The following scores are based on the online application submitted by Ellensburg in the Spring 2023 Bicycle Friendly Community (BFC) submission round. These scores reflect a combination of automatically-generated points earned through the online application, as well as judge-assigned points and bonus points given by BFC reviewers.

The League updated its Bicycle Friendly Community application and awards criteria in the Summer of 2022, after nearly a year of research, focus groups, interviews, listening sessions, and other outreach. The updated application includes a new section on Equity and Accessibility, and other changes throughout. As such, **this Bicycle Friendly Community Report card is a beta version** as we refine our new scoring system and develop a greater understanding of how to convey new information.

All Spring 2023 BFC Report Cards (including this one) will be republished with updated scores if there are significant changes to the points system after the next round of BFC applications. To learn more about the BFC application and awards criteria, please visit <https://bikeleague.org/community>.

ENGINEERING	<i>Ellensburg earned 27% of the points available in the Engineering Category. Below is the breakdown of points that Ellensburg earned in each subcategory of the Engineering section compared to the total points available in that respective subcategory from the Spring 2023 BFC application.</i>	
	Engineering Subcategories	Ellensburg's Subcategory Points in Engineering
	Policies and Design Standards for the Built Environment	10 / 41 pts
	End-of-Trip Facilities	12 / 44 pts
	Bicycle Network	26 / 128 pts
	Network Maintenance	13 / 32 pts
	Bicycle Access to Public Transportation	9 / 23 pts
	Bike Sharing	0 / 21 pts
	Other Bicycle-Related Amenities	2 / 6 pts
	Regional Coordination	14 / 23 pts
	Engineering Bonus Points	3 / 10 pts

EDUCATION	<i>Ellensburg earned 21% of the points available in the Education Category. Below is the breakdown of points that Ellensburg earned in each subcategory of the Education section compared to the total points available in that respective subcategory from the Spring 2023 BFC application.</i>	
	Education Subcategories	Ellensburg's Subcategory Points in Education
	Youth Bicycle Education	15 / 69 pts
	Adult Bicycle Education	16 / 47 pts
	Motorist Education	6 / 28 pts
	Bicycle Safety Education Resources	2 / 16 pts
	Inclusive Education	1 / 26 pts
	Education Bonus Points	2 / 7 pts

ENCOURAGEMENT	<i>Ellensburg earned 30% of the points available in the Encouragement Category. Below is the breakdown of points that Ellensburg earned in each subcategory of the Encouragement section compared to the total points available in that respective subcategory from the Spring 2023 BFC application.</i>	
	Encouragement Subcategories	Ellensburg's Subcategory Points in Encouragement
	Encouragement Policies, Programs and Partnerships	3 / 17 pts
	Route-Finding Support	5 / 10 pts
	Bicycle Culture and Promotion	31 / 91 pts
	Access To Bicycle Equipment and Repair Services	8 / 35 pts
	Reducing Work-Related/Fleet VMT	1 / 11 pts
	Encouragement Bonus Points	2 / 7 pts

EVALUATION & PLANNING	<i>Ellensburg earned 28% of the points available in the Evaluation & Planning Category. Below is the breakdown of points that Ellensburg earned in each subcategory of the Evaluation & Planning section compared to the total points available in that respective subcategory from the Spring 2023 BFC application.</i>	
	Evaluation & Planning Subcategories	Ellensburg's Subcategory Points in Evaluation & Planning
	Staffing And Committees	11 / 40 pts
	Public Engagement for Bicycle Planning	6 / 35 pts
	Planning, Funding, And Implementation	10 / 46 pts
	Evaluating The Bicycle Network	15 / 24 pts
	Evaluating Ridership	4 / 20 pts
	Evaluating & Improving Safety Outcomes	14 / 42 pts
	Evaluation & Planning Bonus Points	1 / 7 pts

EQUITY & ACCESSIBILITY	<i>Ellensburg earned 9% of the points available in the Equity & Accessibility Category. Below is the breakdown of points that Ellensburg earned in each subcategory of the Equity & Accessibility section compared to the total points available in that respective subcategory from the Spring 2023 BFC application.</i>	
	Equity & Accessibility Subcategories	Ellensburg's Subcategory Points in Equity & Accessibility
	Equity & Accessibility Staffing, Committees, & Partnerships	4 / 24 pts
	Equity Data Collection & Goals	0 / 12 pts
	Equity & Accessibility Policies & Plans	2 / 31 pts
	Equity & Accessibility in Engineering	7 / 44 pts
	Equity & Accessibility in Education	0 / 52 pts
	Equity & Accessibility in Encouragement	4 / 42 pts
	Equity & Accessibility in Evaluation & Planning	7 / 58 pts
	Equity & Accessibility Bonus Points	1 / 9 pts



Ellensburg, WA

Award: Silver | **Spring 2023** | **Award History:** Silver since 2015.

FEEDBACK TO IMPROVE:

To maintain and improve on Ellensburg's Silver-level Bicycle Friendly Community award, BFC Reviewers recommend...

- » Congratulations on adopting the 2020 Active Transportation Plan! Ensure that there is dedicated funding for the implementation of all types of bicycle infrastructure recommended by the new plan.
- » Develop a design manual that meets current NACTO standards or adopt the NACTO Urban Bikeway Design Guide, as a higher standard than your current adopted guidance. (For example, amend your Complete Streets ordinance to specify use of NACTO design resources under 4.05.050 "Design criteria.") This will make it easier for city staff to propose and implement bicycle facility designs that have been shown to improve conditions for people who bike in other cities throughout the United States.
- » Continue to expand the bike network and increase connectivity through the use of different types of bicycle facilities appropriate for the speed and volume of motor vehicle traffic on each road. On roads where automobile speeds regularly reach or exceed 35 mph, it is recommended to provide protected bicycle infrastructure such as protected bike lanes/cycle tracks, buffered bike lanes or parallel 10ft wide shared-use paths. In slower speed areas such as quiet neighborhood streets, develop a system of bicycle boulevards that create an attractive, convenient, and comfortable cycling environment welcoming to cyclists of all ages and skill levels.
- » Consider launching a bike share system that is open to the public. Bike sharing is a convenient, cost effective, and healthy way of encouraging locals and visitors to make short trips by bike, make bicycling more accessible to all, and to bridge the 'last mile' between public transit and destinations.
- » Improve bicycle safety education for students of all ages by incorporating more on-bicycle education opportunities and by expanding the program to all K-12 schools. Providing bicycles in schools for on-bike education -- including adaptive bikes for students with disabilities -- ensures that all students can learn to safely ride a bicycle regardless of the availability of a bicycle in their household. Work with the school district, local bicycle groups, and interested parents to expand and improve the Safe Routes to School program.
- » Increase the number of local League Cycling Instructors (LCIs) in your community, either by hosting an LCI seminar or sponsoring a City staffer or local bike advocate to attend an existing seminar elsewhere. Having several active instructors in the area will enable you to expand cycling education for youth and adults, recruit more knowledgeable cycling ambassadors, deliver Bicycle Friendly Driver education to motorists, and have experts available to assist in encouragement programs.
- » Develop education and encouragement outreach methods and programs that specifically target families, women, seniors, low-income, and non-English speaking communities, in addition to general non-targeted outreach and media campaigns that discuss current and new bicycle facilities, safe driver and bicyclist behavior, and events related to walking and biking.
- » Encourage more local businesses, agencies, and organizations to promote cycling to their employees and customers and to seek recognition through the Bicycle Friendly Business program. City Hall or other municipal buildings could apply to the BFB program as an employer to lead by example among other local employers.



Ellensburg, WA

Award: Silver | Spring 2023 | Award History: Silver since 2015.

FEEDBACK TO IMPROVE, CONTINUED:

- » Develop a community-wide trip reduction ordinance/program, commuter incentive program, and a Guaranteed Ride Home program to encourage and support bike commuters in Ellensburg.
- » Increase the amount of staff time spent on improving conditions for people who bike and walk, either by creating a new dedicated position or expanding the responsibilities of current staff. Ensure that this position is well supported with training and professional development opportunities to stay up-to-speed on the latest best practices and safety guidelines for bicycle planning, outreach, and infrastructure.
- » It's great that your community already has a Bicycle & Pedestrian Advisory Committee (BPAC) that meets monthly. Consider how to expand the diversity of roles and representatives who sit on the committee, and ensure that the members of the committee reflect the full range and ability levels of cyclists in your community.
- » Collect more socioeconomic and demographic data as it relates to current transportation habits and patterns, and establish equity-related indicators to inform future prioritization and budgeting processes for your community.

MORE RESOURCES FOR IMPROVING YOUR COMMUNITY:

- » **Guide to this BFC Report Card:** <https://bit.ly/BFC-Report-Card-Guide-Sp23>
- » **League of American Bicyclists:** <https://www.bikeleague.org>
- » **Bicycle Friendly Community (BFC) Program:** <https://bikeleague.org/community>
- » **Resources for Building a Bicycle Friendly Community:** https://bikeleague.org/BFC_Resources
- » **About the BFC Application Process:** <https://bikeleague.org/content/about-bfc-application-process>
- » **The Five E's:** <https://bikeleague.org/5-es>
- » **The League's Benchmarking Project on Biking and Walking Data and Reports:** <https://data.bikeleague.org>
- » **Bicycle Friendly State Rankings and Report Cards:** <https://bikeleague.org/state>
- » **Bicycle Friendly Business (BFB) Program:** <https://bikeleague.org/business>
- » **Bicycle Friendly University (BFU) Program:** <https://bikeleague.org/university>
- » **Smart Cycling Education Program:** <https://bikeleague.org/ridesmart>
- » **Advocacy Reports and Resources from the League:** <http://bikeleague.org/reports>
- » **Federal Funding Resources from the League:**
<https://bikeleague.org/take-action/policy-advocacy/federal-policy/federal-resources/>
- » **Pedestrian and Bicycle Funding Opportunities from U.S. DOT Transit, Safety, and Highway Funds:**
https://www.fhwa.dot.gov/environment/bicycle_pedestrian/funding/funding_opportunities.pdf
- » **U.S. DOT Navigator:** <https://www.transportation.gov/dot-navigator>



Meeting Date: June 11, 2024

City of Ellensburg

Diversity Equity & Inclusion Commission Agenda Report

Agenda Subject: Retreat Discussion
Submitted by:
Department: City Manager

Suggested Motion/Action:

Approve reallocation of funds from third World Cafe event to retreat budget. Discuss what would like to accomplish at retreat.

Background/Summary:

The DEI Commission retreat is set for Friday, September 13 from 8 a.m. to 2 p.m. in the Council Chambers at City Hall. All commission members indicated they could be available.

Chair Goodloe and Klauss met with Johnny Graf, a local facilitator, about the retreat. Graf is doing some other facilitation work for the City and has an interest in DEI. We would like to discuss what the commission would like to accomplish or discuss at the retreat. Updating our goals list won't take the whole time, so what else can we use this time for? What would you like to accomplish? Once that's outlined, Goodloe, Klauss and Graf will build out a schedule to determine if the full day is needed.

The retreat budget was set at \$300 this year. The facilitation will likely be around \$1,000, plus if we want to go the full six hours, we may need lunch for commissioners. We will likely not have three world cafe events this year (only planning on one in the fall), so recommendation is to move \$1,300 from the third World Cafe event to the retreat budget. Need a motion.

Previous Council Action:

First year we paid for a facilitator. Last year we used our City Manager, who is not available to facilitate this year. It's also good to mix up who we are using.

Analysis:

Financial Impact:

Budget Adjustment: No

Attachments:

None



Meeting Date: June 11, 2024

City of Ellensburg

Diversity Equity & Inclusion Commission Agenda Report

Agenda Subject:

Previous Meeting Motions And To-Do List Review

Submitted by:

Department:

City Manager

Suggested Motion/Action:

Review Previous Meeting Motions And To-Do List Review

Background/Summary:

Review Previous Meeting Motions And To-Do List Review

Previous Council Action:

Previous Meeting Motions

- Commissioner Divine moved to approve the amended agenda. Commissioner Cleary seconded the motion. There was no discussion. **Motion approved 6-0.**
- Commissioner Carnell moved to approve the minutes from the April 9, 2024, DEI Commission Meeting. Commissioner Cleary seconded the motion. There was no discussion. **Motion approved 6-0.**
- Commissioner Cleary made the motion to approve the subcommittee's grant recommendations and forwarded them to the Ellensburg City Council for approval at the June 3 meeting. Commissioner Divine seconded the motion. **Motion approved 6-0.**
- Goodloe made the motion to approve spending up to \$500 on flags and the musician for the Juneteenth event. **Commissioner Cleary seconded the motion. Motion approved 6-0.**

To-Do List Review

- Plan Juneteenth event (Amber, Nancy, Teresa & Kandee)
- Develop the strategies and partnerships to support diverse residents to apply to City boards to better reflect our diverse community (Phil & Nicole)
- Continue World Café conversations and expand topics of discussion (Lucinda, Nancy, Alex, and Kandee)

- Explore coalition partnership idea with the Dispute Resolution Center and others (Amber, Nancy, and Phil)
- Develop partnerships for planning a multicultural event to celebrate the opening of Unity Park that focuses on music, food, dance, etc. (Phil, Tylene, Alex, Nicole & other City staff)
- Meet with the Farmer's Market and Night Market organizers to discuss a multicultural day at the Farmers Market and possibly sponsoring vendors (Teresa & Kandee)
- Put listening tour data into a document for review, and discuss how to use the data (Phil & Alex)
- CWU/City collaboration to engage student with off-campus resources (Nancy & Lucinda)

Analysis:

Are there any items on the 1-year list that need to be moved over to this 90-day list? Can we remove any of these?

Financial Impact:

N/A

Budget Adjustment: No

Attachments:

1. Updated 2023-2024 Goals

RETREAT PLANNING OUTCOMES

Core focus of DEI Commission (in our own words)

- Expand collaboration to advance DEI issues with a broad view and definition of community
- Educate and engage around DEI issues through an equity lens
- Facilitate community conversations around lived experiences to enhance belonging
- Identify where the gaps are and facilitate action for greater inclusion
- Hold mirror to community to provide awareness of DEI issues
- Assess and monitor pulse of the community and use data to understand and guide programming

NEW 10 Year (infinity) Goals

- Engagement by diverse groups of people and different activities
- All people in Ellensburg feel represented in City spaces
- Full spectrum community center for inexpensive activities; multi-cultural center
- Community oversight committee
- Enhanced education and tools to report bias/hate crime incidents with services and support for victims and targeted populations
- More diverse community reflection in places where decisions are made
- Diversity is celebrated; businesses will acknowledge Black History Month, accessibility and Black, Indigenous, and People of Color (BIPOC) celebrations downtown

NEW 3 Year Goals

- Commission becomes size to reflect diversity in community
- BIPOC business support, workshops, and more diverse shopping/businesses
- More diverse vendors at the Ellensburg Farmers Market and Night Market
- A broader range of community celebrations, concerts, art, and other cultural ethnic events and increased community participation/engagement in cultural events
- Juneteenth celebration
- Develop an effective communication plan to support commission activities
- DEI Commission fosters ongoing relationships with other City commissions
- Support Pride event every June
- Full-time staff support/event planning for DEI Commission
- Use data in decision making
- Black History Month celebration by the City

NEW 1 Year Goals

- Put a structure in place to be able to use data
- Continue listening tours and create feedback loop for participants
- Continue writing approved proclamations and recognition posts

- Continue visits with other City boards and commissions to build partnerships
- Continue grant program
- Building a relationship with Liaisons
- Continue to support proclamations and recognitions
- Continue to support the Human Library
- Develop a BIPOC Business Day
- Hold another Belonging In The Burg event in partnership with ESD & CWU
- Expand BIPOC participation in civic education programs (Ellensburg Academy)
- Develop a proposal for Council to request additional funding in the 2025-2026 budget

90-Day Goals

- Plan Juneteenth event **Amber, Nancy, Teresa & Kandee** (*Amber & Teresa will be out of town, but can help plan*)
- Develop the strategies and partnerships to support diverse residents to apply to City boards to better reflect our diverse community (**Phil & Nicole**)
- CWU/City collaboration to engage students with off-campus resources **Lucinda & Nancy**
- Continue World Café conversations and expand topics of discussion **Lucinda, Nancy, Alex, & Kandee**
- Develop partnerships for planning a multicultural event to celebrate the opening of Unity Park that focuses on music, food, dance, etc. **Nicole (to coordinate with staff), Phil, Tylenne, and Alex**
- Schedule a date for a Juneteenth celebration and form a planning committee with community volunteers **Amber and Nancy**
- Explore coalition partnership idea with the Dispute Resolution Center and others **Amber, Nancy, & Phil**
- Meet with the Farmer's Market and Night Market organizers to discuss a multicultural day at the Farmers Market and possibly sponsoring vendors **Teresa & Kandee**
- Put listening tour data into a document for review, and discuss how to use the data **Phil & Alex**

Approved 9/12/23

Updated 1/9/24

Completed Tasks

- Explore the pizza klatch idea: This program is in place and has been going well.
- City will recognize Trans Day of Visibility: Highlight trans folks in our community and their contribution to Ellensburg **Tylenne & Teresa**
- Develop an accessible onboarding program for new commission members (within first six months – *by end of March 2024*) **Mayra, Phil & Nicole**
- Develop a spending plan for 2024. **Nancy**



Meeting Date: June 11, 2024

City of Ellensburg

Diversity Equity & Inclusion Commission Agenda Report

Agenda Subject: Subcommittee Reports
Submitted by:
Department: City Manager

Suggested Motion/Action:
Provide subcommittee updates.

Background/Summary:
Proclamation/Recognition Days Committee:
Upcoming:

- Hispanic/Latinx Heritage Month (due August 15) - September 15-October 15
- National Disability Awareness Month (due September 7) - October
- International Day of Peace "End Racism Build Peace" (due September 15) - September 21
- Indigenous People's Day (due October 2) - October 9

Grant Committee (Tylene, Kandee, & Nancy):

Klauss presented the grant recommendations to City Council at the June 3, 2024 meeting and they were approved. Klauss will work on getting agreements in place.

Listening Tour Committee (Phil & Alex):

Interview Committee (Teresa, Kandee & Nancy): Committee interviewed 1 applicant, 2 applicant interviews planned.

Policy Committee (Kandee & Tylene):

Belonging In The Burg Committee (Kandee, Nancy & Alex):

Previous Council Action:
N/A

Analysis:
N/A

Financial Impact:
N/A

Budget Adjustment: No

Attachments:

None