

AGENDA ENVIRONMENTAL COMMISSION July 17, 2024

Hybrid Meeting In-person and via Zoom



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Meeting ID: 821 3821 1183

Passcode: 563460

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**CITY OF ELLENSBURG
ENVIRONMENTAL COMMISSION AGENDA**

**Council Conference Room
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Wednesday, July 17, 2024
5:15 PM - Regular Meeting**

- 1. Call to Order and Roll Call of Members**
- 2. Approval of Agenda** (No Public Comment)
- 3. Approval of Minutes**
 - 3.A June 12, 2024 Regular Meeting Minutes
- 4. Citizen Comment**
- 5. New Business**
 - 5.A Chapter 1.60 Environmental Commission Draft Code Revisions
- 6. Unfinished Business**
- 7. Bicycly Advisory**
 - 7.A Bicycle Advisory Discussion
- 8. Staff Update/Discussion Items**
 - 8.A Waste Management Recycling Event
- 9. Adjournment**



For more information on the Environmental Commission, contact Planner Laura Wilson at 509-962-7235.



CITY OF ELLENSBURG

Minutes of Environmental Commission, Regular Meeting

Date of Meeting

June 12, 2024

Time of Meeting

5:15 PM

Place of Meeting

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

1. Call to Order and Roll Call of Members

Commissioner Linhart called the meeting to order at 5:15 pm.

Present: Jean Marie Linhart, Jess Black, Raven Harlin, Brenda Devore, Kristine Steingoenig (arrived at 5:25 pm).

Absent: Christina Wollman

Others Present: Laura Wilson-Planner; Kathy Boots-Planning Technician; Nichole Baker-Sustainability & Energy Coordinator; Nancy Lillquist-City Council Liaison; Meghan Anderson

Commissioner Black motioned to excuse the absence of Commissioner Wollman. Motion passed 4-0.

2. Approval of Agenda

Commissioner Devore motioned to approve the agenda. Motion passed 4-0.

3. Approval of Minutes

- 3.A May 15, 2024 Environmental Commission Regular Meeting Minutes
Commissioner Black motioned to approve the minutes from May 15, 2024.
Motion passed 4-0.

4. New Business

None

5. Unfinished Business

None

6. Bicycle Advisory

- 6.A 2024 Bike Month Debrief
Nancy Lillquist gave a debriefing regarding the bike month activities. Group riding leaders have been identified. Cascade bike club has requirements for group riding leaders. Commissioners Devoré and Linhart will meet with the Cascade bike club. A helmet grant will be applied for through Kittitas County. A meeting was set up with DEI to inquire how to increase being inclusive to a

variety of populations. Research into gold communities needs to be done to identify ways inclusion can be increased.

7. Citizen Comment

None

8. Staff Update/Discussion Items

8.A Sustainability Energy Coordinator Update

Nichole Baker provided the results from the Arbor Day tree giveaway. The additional programming will remain in place for next year.

The Sustainability Energy Plan has an action team that has met two times. The group is currently having their roles defined. They aim to meet once a month. A work plan is being developed. There is a meeting with Commerce next week to review a contract that was received by the City for energy sustainability efforts. The contract ends June 2025.

9. Adjournment

The meeting was adjourned at 5:59 pm.



Meeting Date: July 17, 2024

**City of Ellensburg
Environmental Commission Agenda Report**

Agenda Subject: Chapter 1.60 Environmental Commission Draft Code Revisions

Submitted by:
Department: Environmental Commission

Suggested Motion/Action:
The Environmental Commission moves to approve the proposed changes to ECC 1.60 and recommend forwarding to City Council for consideration.

Background/Summary:
These items are included for discussion and action regarding proposed changes to ECC 1.60 Environmental Commission chapter of the city code. The changes reflect updating definitions, updating the appointment process, and the addition of the Sustainability and Energy Plan component.

Previous Council Action:

Analysis:

Financial Impact:

Budget Adjustment: No

- Attachments:**
1. CHAPTER_1.60___ENVIRONMENTAL_COMMISSION - DRAFT REVISIONS July 2024

CHAPTER 1.60 ENVIRONMENTAL COMMISSION

1.60.040 Definitions.

Words used in this chapter shall have the following meanings:

Commission means the environmental commission.

Complete Street. Complete street means a road that is designed to be safe for drivers, bicyclists, transit vehicles and riders, and pedestrians of all ages and abilities. (Ord. 4744 § 1, 2016)

Environment. The word "environment" and all derivative forms of the word shall include all of the conditions, circumstances and influences surrounding or affecting all living organisms and all natural resources and physical assets within the city limits. (Ord. 3713 § 1, 1990)

Sustainability and Energy Plan. The adopted Sustainability and Energy 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.

1.60.080 Purpose.

The purpose of the environmental commission is to advise the council on all matters within the commission's powers, as specified herein, with the mission of maintaining and enhancing the uniquely livable and sustainable environment now and in the future enjoyed by the residents and visitors of the city of Ellensburg. (Ord. 4711 § 1, 2015; Ord. 3713 § 1, 1990)

1.60.120 Terms—Composition.

Members of the environmental commission shall not receive compensation for their services. There is created an environmental commission consisting of seven members. Each member shall be appointed for a five-year term.

- A. One city council member.
- B. Not less than four members shall be residents of the city of Ellensburg; no more than two of noncity may reside outside of the city's urban growth area. Two members of the commission may be under the age of 18.

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- C. The president of the Ellensburg High School environmental club shall be an ex officio member of the Ellensburg environmental commission. The ex officio member is not subject to appointment, confirmation, or a set term.

(Ord. XXXX, 2024; Ord. 4883 § 21, 2022; Ord. 4711 § 2, 2015; Ord. 4569 § 1, 2010; Ord. 4509 § 1, 2008; Ord. 3980 § 1, 1995; Ord. 3723 § 1, 1991; Ord. 3713 § 1, 1990)

1.60.160 Appointment—Terms.

Repealed by Ord. XXXX

(Ord. XXXX, 2024; Ord. 4883 § 22, 2022; Ord. 4711 § 2, 2015; Ord. 3980 § 2, 1995; Ord. 3723 § 2, 1991; Ord. 3713 § 1, 1990)

1.60.200 Filling vacancies.

Repealed by Ord. 4883.

(Ord. 3863 § 9, 1993; Ord. 3713 § 1, 1990)

1.60.240 Election of officers—Meetings.

Repealed by Ord. 4883.

(Ord. 4711 § 3, 2015; Ord. 4569 § 2, 2010; Ord. 4509 § 2, 2008; Ord. 4369, 2003; Ord. 3713 § 1, 1990)

1.60.280 Powers and duties.

The commission shall have general powers and duties necessary to fulfill the express or implied purposes of this chapter and, within the framework of these purposes, the environmental commission shall:

- A. Serve in an advisory capacity to the city council, and accept referrals from the city council for study or such action as is directed by the city council;
- B. Consider projects and programs beneficial to the environment of the community;
- C. Propose programs for consideration by the city council, and when authorized by the council, carry out these projects and programs;
- D. Notify appropriate city departments in advance of meetings at which subjects will be discussed which may be of particular interest to that department, and provide information to staff outlining support of, or opposition to, subjects undergoing environmental review;
- E. Administer the water quality grant program in accordance with procedures authorized and approved by the city council;

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- F. Advise the city council on matters to promote bicycle use and complete streets/active transportation programs within Ellensburg.
 - G. Review and advise the city council on implementation of sustainability policies and programs to implement adopted climate and sustainability plans, related public education and accountability measures.

(Ord. 4711 § 4, 2015; Ord. 3713 § 1, 1990)

1.60.320 Communication with city council.

The commission shall forward communications to the city council by separate memoranda, including all rationale, which shall be scheduled as council agenda items.

(Ord. 3713 § 1, 1990)



Meeting Date: July 17, 2024

**City of Ellensburg
Environmental Commission Agenda Report**

Agenda Subject: Bicycle Advisory Discussion
Submitted by:
Department: Community Development

Suggested Motion/Action:

Background/Summary:

Bicycle Advisory discussion will include the Kittitas County Law & Justice Council Grant Application for \$1,000 towards the purchase of bicycle helmets and contacting Rotary Clubs to request donations.

Previous Council Action:

Analysis:

Financial Impact:

Budget Adjustment: No

Attachments:

1. 2025 Kittitas County Law Justice Council Grant Application Helmets

2025 Kittitas County Law and Justice Council Grant Application

➤ **Grant Deadline is Wednesday, July 24, 2024**

➤ **Applications not postmarked or received by July 24, 2024 will NOT be accepted.**

The L&J Budget Committee will evaluate all requests and forward recommendations to the L&J Council for approval. The applicant may be required to make a presentation to the Committee if the application requires clarification. The final decision on grant funding is subject to approval by the Kittitas County Board of Commissioners.

The Kittitas County Law and Justice Council is offering mini grants to organizations with community programs that support the law and justice system. Each year, approximately \$25,000.00 is ear marked from the one-tenth of 1% law and justice sales tax for this grant program.

This can include equipment, materials, new programs and projects that support the goals of the Law and Justice Council and that benefit the public and law and justice community.

For this year's grant applications, the Law and Justice Council is promoting the following grant themes:

- Officer Safety
- Emergency Preparedness
- Innovative Youth Mentoring Programs

These themes are only suggestions for grant applications, and any application meeting the grant requirements will be considered.

Applicants **must complete all questions** on the form below (use "N/A" if the question doesn't apply to your project). Please attach any vendor estimates, training costs and proposed budget breakdown with total amount requested along with all equipment and supply costs that need to be considered for this grant.

(Examples of what Law and Justice grants do **not** pay for: Salaries, leases and/or rental costs, ongoing projects.)

Grant funds will be available January 1, 2025, unless there is a demonstrated urgency.

⇒ All applications must be postmarked or received no later than July 24, 2024, as follows to:

Kittitas County Law & Justice Council
c/o Kittitas County Sheriff's Office
307 W. Umptanum Rd.
Ellensburg, WA 98926

Questions? Please contact Sheriff Clay Myers at 509-962-7525.

****This form must be completed in full or your application will not be considered****

Name of Applicant/Agency/Organization: Ellensburg Environmental Commission

Project Director: Nancy Lillquist

Address: 501 N Anderson Street
(Street)

Ellensburg, WA 98926
(City) (State)(Zip Code)

Contact phone number: (509) 962-7221

Email address: lillquistn@ci.ellensburg.wa.us

Title of Grant Application: Youth Bicycle Helmets

Description of Project: purchase youth bicycle helmets to give at bike events

Amount of Grant requested: \$ 1000

List all other sources of grant money you have/will apply for, and the amount sought:

Explain how this grant will help support the goals of the Law and Justice by answering each of the following questions. **Each question must be answered, but attachments may be used to supplement your responses.** Use "N/A" if a question doesn't apply to your project.

1. To represent the diversity of local criminal justice community including the juvenile justice system, law enforcement, corrections, courts, prosecutor, education and training, city councils and community service organizations.

Giving helmets to youth at Bike Month and Bike Rodeo events promotes bicycle safety for our community's youth. Bicycling provides youth with a healthy, fun outdoor activity and for older kids an independent form of transportation.

2. To employ tactics and planning to eliminate duplication of efforts, facilities and personnel whenever possible.

NA

3. To encourage partnerships between agencies and activities that benefit the community, the law and justice system and agencies involved.

The Ellensburg Environmental Commission has partnered with Evergreen Mountain Biking Club, CWU Sustainability Office, Oddfellows, Kittitas County Chamber of Commerce and others to celebrate Bike Month and conduct a Bike Safety Rodeo for the past 3 years.

4. To work cooperatively towards early intervention needs assessment and processing of issues within the community as they affect the law and justice professionals.

NA

5. To educate and inform the public regarding the risks, problems, issues and opportunities concerning law and justice.

NA

6. To facilitate community programs which support an informed responsive community.

Providing helmets to kids creates a habit of head protection that leads to fewer serious injuries and cycling fatalities.

7. To empower local programs and partnerships to develop successful mediation, rehabilitation, referral, treatment and response to community needs.

NA

8. To provide equipment, materials, and personnel to handle routine services, crisis situations, educational opportunities and partnerships within the criminal justice field.

Bicycle helmets prevent head injuries. Teaching youth about the importance of protecting their heads can create lifetime safety habits.

9. How will you evaluate the success of this grant?

Revised: 06/20/24



Meeting Date: July 17, 2024

**City of Ellensburg
Environmental Commission Agenda Report**

Agenda Subject: Waste Management Recycling Event
Submitted by:
Department: Community Development

Suggested Motion/Action:

Background/Summary:

In a previous meeting, Commissioner Devore discussed her experience with holding recycling events and the possibility of hosting one in Ellensburg. Commissioner Devore will provide an update and seeks direction with the project.

Previous Council Action:

Analysis:

Financial Impact:

Budget Adjustment: No

Attachments:

None