

# AGENDA

## ENVIRONMENTAL COMMISSION

### September 17, 2025

Hybrid Meeting In-person and via Zoom



#### Accessibility

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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, September 17, 2025  
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 Approval of May 21, 2025 Environmental Commission Meeting Minutes
  - 3.B Approval of July 16, 2025 Environmental Commission Minutes
- 4. New Business**
  - 4.A Discuss Water Quality Grant Application and Updated Scoring Rubric
- 5. Unfinished Business**
- 6. Citizen Comment**
- 7. Staff Update/Discussion Items**
  - 7.A Comprehensive Plan Periodic Update Open House
  - 7.B Clean Energy Implementation Plan Public Input Workshop
  - 7.C Ellensburg Academy
- 8. Bicycle Advisory**
- 9. Adjournment**



For more information on the Environmental Commission, contact Community Development Director Dan Carlson at 509-925-8653.



**CITY OF ELLENSBURG**

**Minutes of Environmental Commission, Regular Meeting**

**Date of Meeting**

**May 21, 2025**

**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 5:16 p.m.

Present: Jean Marie Linhart, Jess Black, Brenda DeVore, Kamran Hermann, Ravin Harlin

Absent: Christina Wollman (excused)

Others Present: Dan Carlson-CDS Director; Josh Mattson-Assistant City Engineer; Kathy Boots-Planning Technician

Commissioner Black motioned to approve the absence of Christina Wollman. Motion passed 5-0.

**2. Approval of Agenda**

Commissioner DeVore motioned to approve the agenda. Motion passed 5-0.

**3. Approval of Minutes**

3.A Approval of March 19, 2025 Environmental Commission Meeting Minutes  
Commissioner Hermann motioned to approve the March 19, 2025, meeting minutes. Motion passed 5-0.

3.B Approval of April 16, 2025 Environmental Commission Meeting Minutes  
Commissioner Hermann motioned to approve the April 16, 2025, meeting minutes. Motion passed 5-0.

**4. New Business**

4.A Review Draft Ordinance with Commission Changes

The draft ordinance was sent out with the agenda packet. The members are asked to review the proposed ordinance and be ready for a recommendation at the June 2025 meeting. Commissioner Linhart would like to move to the Transportation Safety committee.

4.B Acceptance of the City of Ellensburg Transportation Safety Action Plan and Adoption of the Vision Zero Fatality and Serious Injury Commitment

Josh Mattson discussed elements of the Traffic Safety Action Plan. For the process of developing the plan, they used a consultant and did outreach to the

community through a survey. The goal is to adopt a commitment to zero fatalities and serious injuries. Mattson reviewed high-risk intersections and listed the recommendations in the appendix. The top concerns were discussed with the Commission. Commissioner Hermann recommended moving the Traffic Safety Action Plan to the City Council for approval. Motion passed 5-0.

## **5. Unfinished Business**

### **5.A Recycling Event Report**

Commissioner DeVore gave a report on the recycling event. There are several items that may be included for next year's event. The event was considered successful with many items being recycled and donations of bikes.

## **6. Public Comment**

None.

## **7. Staff Update/Discussion Items**

None.

## **8. Adjournment**

The meeting was adjourned at 5:50 p.m.

## **9. Bicycle Advisory**

### **9.A Bike Month Updates**

The bicycle month event is going to be May 31, 2025.

### **9.B AASHTO Bike Guide Report**

The bike guide report is for information only.



**CITY OF ELLENSBURG**

**Minutes of Environmental Commission, Regular Meeting**

**Date of Meeting**

**July 16, 2025**

**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 Wollman called the meeting to order at 5:15 p.m.

Present: Jess Black, Brenda DeVore, Kamran Hermann, Ravin Harlin, Christina Wollman

Absent: Jean Marie Linhart

Others Present: Dan Carlson-CDS Director; Rebecca Springer-Water Resource Manager; Ryan Lyyski-PW Director; Nancy Lillquist-City Council Liaison; one member of the public

Commissioner DeVore motioned to excuse the absence of Jean Marie Linhart. Motion passed 6-0.

### **2. Approval of Agenda**

Commissioner Hermann motioned to approve the agenda. Motion passed 6-0.

### **3. New Business**

#### **3.A Water/Stormwater Education Presentation**

Ryan Lyyski, Director of Public Works, introduced Rebecca Springer. Rebecca Springer was recently hired by the City of Ellensburg (COE) as the Water Resource Manager. Public Works is now accepting applications for the Water Quality Grant. Springer gave a presentation explaining the City of Ellensburg's stormwater process and why it is so important to have quality water that ends up in local streams. The Commission members are eager to receive feedback from Springer regarding the grant applications received and how they could help improve stormwater goals.

#### **3.B Recommendation to City Council Regarding Proposed Ordinance Relating to Utility Advisory Committee, Environmental Commission, and Public Transit Advisory Committee**

Carlson reviewed the proposed ordinance. No changes have been made since it was last presented to the Commission. Commission members discussed which (or both) Commission/Committee group is of interest to them. The ordinance does not indicate which department will staff the Commission. Commissioner Hermann motioned to recommend the ordinance as presented be sent to the City Council for approval. Motion passed 6-0.

#### **4. Unfinished Business**

None.

#### **5. Public Comment**

None.

#### **6. Bicycle Advisory**

The Law & Justice grant is now open to receive applications. Commissioner DeVore will reach out to her contact from last year to find out why the grant was not approved last year. This year the application will include statistics.

#### **7. Staff Update/Discussion Items**

Commissioner Harlin stated there would be a new person at the IOOF cemetery assisting with bicycle repair. This will increase the number of days bicycles can be repaired. Outreach to apartment building owners around the time the college year ends may bring in more bikes.

Springer stated that the City is working on Urban Forestry and is creating a stakeholder work group. Commissioner Hermann volunteered to be part of the work group.

#### **8. Adjournment**

The meeting was adjourned at 6:09 p.m.

## APPLICATION FORM

### Ellensburg Community Grant Program

Focus area: **2026 Water Quality**

Project Title: Ellensburg Adopt-a-Stream and Backyard Buffer

#### Applicant information

Name of applicant: Mid-Columbia Fisheries Enhancement Group

Applicant's address: 413 N Main St Suite K, Ellensburg, WA 98926

Mailing address: PO BOX 2211 White Salmon, WA 98672

Email: [becca@midcolumbiafisheries.org](mailto:becca@midcolumbiafisheries.org)

Phone (cell): (509) 281-1311

Please answer the following questions (be concise but include all requested information):

#### **1) Describe your project and the steps you will take to accomplish it. What are your goals?**

Mid-Columbia Fisheries (MCF) seeks grant support to expand the Adopt-a-Stream program in Ellensburg. Currently, 8 community groups steward 4 miles of stream in Ellensburg, with a ninth in Kittitas. Two new groups will begin cleanups in Fall 2025. These volunteers monitor stream health and remove trash, contributing to the program's impact: 6,409 lbs of trash removed, 4,270 riparian plants installed, and 1,146 volunteers engaged for 1,780 hours since 2018. The Adopt-a-Stream and Backyard Buffer program's goal is simple: improve water quality and habitat by engaging the community in protecting and restoring urban streams.

In 2026, the program proposes to 1) grow the Adopt a Stream program, 2) maintain previous plantings along urban streams with volunteer support, and 3) increase the visibility of the City of Ellensburg's support by adding logo stickers to the Adopt a Stream signs.

#### **Project Objectives**

Mid-Columbia Fisheries aims to:

1. Provide logistical support for Adopt-a-Stream partners' semi-annual cleanups and program expansion.
2. Support volunteers by supplying refreshments and managing trash disposal.
3. Provide plants for replanting at previous Backyard Buffer sites.
4. Replace and install Adopt-a-Stream signs along two newly adopted stream reaches and add "City of Ellensburg" stickers to existing signs.
5. Increase community awareness of water quality needs in Ellensburg.
6. Provide stewardship for previously installed Backyard Buffer projects.

#### **Project Tasks**

To achieve these objectives, MCF will:

- a. Support current Adopt-a-Stream participants by coordinating 16 stream cleanups and 2 planting events.
- b. Engage the community by recruiting 10–15 volunteers for each event.
- c. Install City of Ellensburg stickers on existing signs and place two new Adopt-a-Stream signs for active groups.

### ***Event Support and Trash Disposal***

MCF will support Adopt-a-Stream participants by providing refreshments and disposing of refuse gathered during volunteer events. Dump fees are minimal but add up after multiple clean-up events.

### ***Small-scale Riparian Enhancement***

With 12 miles of stream flowing through Ellensburg, the potential for riparian restoration is significant. Many homeowners, unaware of the importance of streamside areas, maintain lawns to the creek banks which worsen erosion, degrade fish habitat, and allow contaminants to enter waterways.

With grant support, Mid-Columbia Fisheries will continue its riparian planting program, engaging community members in improving local streams. Replanting at past sites will strengthen and showcase the value of healthy riparian buffers.

### ***Stewardship***

An important component of the Ellensburg Adopt-a-Stream Program is stewardship of urban projects installed in previous years. MCF staff will work with volunteers to manage invasive weeds and water native plants. Performing such stewardship activities has been proven to increase the success of riparian enhancement projects. Such success translates into long-term water quality benefits.

### ***Adopt-a-Stream Program Signs***

Adopt-a-Stream signs are a simple, cost-effective tool for outreach and recognition. Based on MCF's experience with urban stream restoration, these signs spark community interest while promoting both Adopt-a-Stream and backyard buffer projects. They also provide visible recognition for the volunteers and groups who dedicate their time to keeping local streams clean—an incentive that strengthens participation.

Beyond recognition, the signs serve as a constant reminder that water quality matters in Ellensburg. Adding City of Ellensburg stickers further highlights the city's commitment and partnership, reinforcing the program's credibility and encouraging broader community support.

### **2) How will your project improve water quality in Ellensburg?**

Native plants protect streams and nearby structures by slowing runoff, soaking up water, and filtering out sediments, fertilizers, pesticides, heavy metals, and petroleum products. Their roots stabilize soil, reduce erosion, and help recharge wells while minimizing flooding. Shade from trees keeps streams cool for native species, and the added beauty enhances community spaces. Trash, especially plastics, threatens water quality by carrying toxins, breaking into microplastics, and accumulating in wildlife. Community action is key to reducing this pollution.

Adopt-a-Stream signs along public stream reaches raise awareness of water quality, recognize participating groups, and inspire broader community support. When placed in high-traffic areas, they highlight Ellensburg's commitment to healthy urban streams.

### **3) Do you have any partners in this project? If so, what is their role or level of involvement?**

Our partners include:

Adopt a Stream participants (CWU Environmental Club, EHS Environmental Club, CWU Geology Club, KEEN, CWU Army ROTC, Kittitas Girl Scouts, CWU Biology Club, Oddfellows, and KVUUC) will remove trash from streams, assist with identifying planting reaches, advertising to landowners, and installing plants.

Central Washington University – Facilities – Project planning and stewardship.

Central Washington University – Center for Leadership and Community Engagement: Volunteer recruitment

**4) Who are your other contributors, either in-kind or providing funds?**

The Adopt-a-Stream program in Ellensburg began with support from the Washington State Department of Ecology through a Clean Water Act Section 319 grant. Today, Mid-Columbia Fisheries staff continue to lead planning and coordination with support from volunteer groups and Central Washington University. Department of Ecology grants support volunteer planting and maintenance at several urban stream sites.

Funding from the City of Ellensburg Storm Water Grant has expanded MCF’s volunteer base and enabled the coordinator to identify stream reaches in need of greater riparian cover. Since 2018, these funds have helped staff and volunteers install 4,270 native riparian plants. City support has also covered the logistics of trash disposal and provided resources to assist current stream adoptees.

**5) Who will benefit directly from this project? Where applicable, describe the demographics and number of people impacted. How visible will the results of the project be for the general public?**

This project will improve water quality in Wilson, Mercer, Reecer, and Whiskey Creeks. This will benefit the residents of Ellensburg who depend on these streams for irrigation, recreation, aesthetic value, and to provide valuable fish and wildlife habitat. Advertising this project on a local level and the maintenance of permanent public signage will increase awareness and instill a sense of stewardship in community members. The community-based riparian enhancement work will engage citizens of all ages in hands-on stewardship.

**6) Where will the project occur? Provide the specific location(s) of your project.**

Each Adopt-a-Stream partner is responsible for a defined stretch of one of Ellensburg’s four urban streams (Figure 1). Planting sites will be selected in collaboration with partners and prioritized based on areas of greatest need.

**7) How will you evaluate the success of this project? What does success look like?**

A successful project will be based on multiple criteria:

- a. Providing logistical support to current Adopt-a-Stream participants (8-10 groups, 16-20 stream clean-ups);
- b. Engaging the community through high volunteer turnout (average of 5 - 10 volunteers/event, with some clubs bringing 40 – 50 volunteers); and
- c. Installing two new adopt-a-stream signs and adding City of Ellensburg stickers to existing signs for participating groups at public locations.

**8) Describe how the project impacts will be sustained after your project is completed.**

Adopted stream plantings will primarily be maintained by landowners, with some support from Mid-Columbia Fisheries staff and volunteers. Additionally, public signs will continually remind Ellensburg residents of important water quality issues and the benefit of maintaining healthy riverine and riparian habitats. We also expect that the Adopt-a-Stream groups will continue their work after the termination of grant funding.

**9) How will the community know that the City of Ellensburg supported this request?**

Mid-Columbia Fisheries will advertise the Adopt-a-Stream project and the City’s support through the local newspaper, local radio stations and social media. The addition of City of Ellensburg stickers to the permanent Adopt a Stream signs will make the City’s sponsorship clear to the community.

<b>Cost Category</b>						
<b>Personnel</b>	<b>Hour</b>	<b>#/Hour</b>	<b>\$/Hour</b>	<b>Grant</b>	<b>In Kind</b>	<b>Total</b>
MCF Staff Time to plan, support, & coordinate Adopt a Stream, volunteer events, and outreach	hrs	144	\$42	\$6,048		\$6,048
Riparian site stewardship (2-person crew)	hrs	10	\$52.00	\$520		\$520
Bookkeeping	hrs	4	\$50		\$200	\$200
Volunteer time for plantings and stream clean-ups (18 events * 5 people/event*2 hours)	hrs	180	\$34.79		\$6,262	\$6,262
				<b>\$6,568</b>	<b>\$6,462</b>	<b>\$13,030</b>
<b>Materials and Supplies</b>	<b>Unit</b>	<b>#/Unit</b>	<b>\$/Unit</b>	<b>Grant</b>	<b>In Kind</b>	<b>Total</b>
Plants	ea	100	\$12	\$1,200		\$1,200
Wood chips (cost based on recent contract)	cy	7	\$10	\$70		\$70
Irrigation supplies	lump	1	\$500	\$500		\$500
Volunteer Refreshments	per event	18	\$25	\$450		\$450
Tools and PPE	lump	1	\$356	\$356		\$356
				<b>\$2,576</b>	<b>\$0</b>	<b>\$2,576</b>
<b>Professional Services</b>	<b>Unit</b>	<b>#/Unit</b>	<b>\$/Unit</b>	<b>Grant</b>	<b>In Kind</b>	<b>Total</b>
AAS Signs and stickers	lump	1	\$400	\$400		\$400
				<b>\$400</b>		<b>\$400</b>
<b>Funds from other sources</b>	<b>Unit</b>	<b>#/Unit</b>	<b>\$/Unit</b>	<b>Grant</b>	<b>In Kind</b>	<b>Total</b>
Department of Ecology volunteer planting party support	ea	2	\$500		\$1,000	\$1,000
				<b>\$0</b>	<b>\$1,000</b>	<b>\$1,000</b>
<b>Other</b>	<b>Unit</b>	<b>#/Unit</b>	<b>\$/Unit</b>	<b>Grant</b>	<b>In Kind</b>	<b>Total</b>
Dump fees (based on 2025 rate per ton)	tons	2	\$158.00	\$316		\$316
Mileage (travel to stream clean-up and planting site)	mile	200	0.7	\$140		\$140
				<b>\$456</b>	<b>\$0</b>	<b>\$456</b>
<b>Total</b>				<b>\$10,000</b>	<b>\$7,462</b>	<b>\$17,462</b>



Adopt-a-Stream reaches 2025

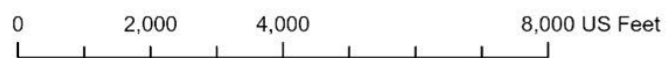


Figure 1. Adopted stream reaches.



Figure 2. Members of Kittitas Valley Unitarian Universalist Congregation (KVVUC) at their June 2025 Wilson Creek clean-up.



Figure 3. Example of the Adopt-a-Stream program sign (left). This grant request includes replacing the bottom half of signs as needed to reflect new club participation (right).

**REVIEWER EVALUATION**

Ellensburg Community Grant Program

Focus area: Water Quality

Criteria	Score
<p>Degree to which the project outputs or deliverables have the potential to promote water quality in Ellensburg (25 points total)</p> <p><i>A project may incorporate either <b>direct</b> or <b>indirect</b> water quality improvement efforts, or both. While both direct and indirect efforts would support the City’s WQ improvement goals, a combination of both types would provide maximum benefit and should be awarded the greatest number of points.</i></p> <ul style="list-style-type: none"> <li>● <b>Direct WQ benefit projects</b> - Actions taken on the ground to physically remove or reduce sources of contamination, remove barriers to stormwater flow, or improve the functionality of the existing stormwater system.               <ul style="list-style-type: none"> <li>○ <b>Project removes a SOURCE of WQ contamination</b> – this reduces the amount of pollutants available to contribute contamination to runoff, protecting WQ.</li> <li>○ <b>Project removes a FLOW BARRIER from stormwater infrastructure</b> – this improves conveyance of stormwater and can help prevent flooding and wash-over of potentially contaminated surfaces, protecting WQ.</li> </ul> </li> <li>● <b>Indirect WQ benefit projects</b> - Water Quality is improved faster when all contributors are on board and understand the goal. Education and Public Outreach help align community efforts with the City’s WQ goals and objectives.</li> </ul> <p><i>If a project includes <b>either</b> direct or indirect WQ benefits, award between 1 and 20 points, based on thoroughness and quality of application. If the project incorporates <b>BOTH</b> direct and indirect WQ benefits, such as source removal with associated public outreach, add an additional 5 points for maximized benefit.</i></p> <p><i>Reviewer Comments:</i></p>	
<p>Sustainability of the work after the grant is complete (25 points total)</p> <p><i>A well-designed project should consider the longevity of the project.</i></p> <ul style="list-style-type: none"> <li>● <b>What is the project’s estimated effectiveness period?</b> <ul style="list-style-type: none"> <li>○ No mention of effectiveness period: 0 points</li> <li>○ One year or less: 1-5 points</li> <li>○ 2-5 years: 6-10 points</li> <li>○ 5+ years: 10-15 points</li> </ul> </li> </ul> <p><i>Award points for estimated project longevity using the bulleted</i></p>	

<p><i>suggestions above.</i></p> <ul style="list-style-type: none"> <li>• <b>Does the application demonstrate that considerations for sustained benefit or maintenance have been considered?</b> <ul style="list-style-type: none"> <li>○ Questions to consider:           <ul style="list-style-type: none"> <li>▪ Who is responsible for making sure that this project remains effective?</li> <li>▪ Does the applicant intend to continue with this work or intend to build upon the work in subsequent years?</li> </ul> </li> </ul> </li> </ul> <p><i>Award between 1 and 10 points, based on the thoroughness of this component in the application.</i></p> <p><i>Reviewer Comments:</i></p>	
<p>Size and diversity of the group directly involved with the project <i>(10 points)</i></p> <p><i>Reviewer Comments:</i></p>	
<p>Other sources of funding or support, both in-kind and cash. <i>How will the project leverage other funds, partners or resources? (10 points)</i></p> <p><i>Reviewer Comments:</i></p>	
<p>Visibility of the project to the general public and community education. <i>How will this project be used to connect/engage with or educate the community? (10 points)</i></p> <p><i>Reviewer Comments:</i></p>	
<p>Budget <i>(10 points)</i></p> <p><i>Reviewer Comments:</i></p>	
<p>Reviewer Discretionary Points <i>(10 points)</i></p> <p><i>Reviewer Comments (required):</i></p>	
<p>A high reviewer score is desired by an applicant. TOTAL SCORE: <i>(max 100 pts.)</i></p>	