

AGENDA TRANSPORTATION ADVISORY COMMITTEE

September 16, 2025

Hybrid Meeting In-person and via Zoom



ELLENSBURG
Central.
TRANSIT

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

**CITY OF ELLENSBURG
TRANSPORTATION ADVISORY COMMITTEE AGENDA
Council Conference Room
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Tuesday, September 16, 2025
3:30 PM - Regular Meeting**

1. Call to Order and Roll Call of Members

1.A
Call the September 16, 2025, TAC Meeting to order.

1.B
Roll Call of TAC members.

2. Approval of Agenda (No Public Comment)

2.A
Motion to Approve the September 16, 2025, TAC Agenda

3. Approval of Minutes

3.A
Motion to approve the August 2025, Meeting Minutes.

4. Guest Speakers

4.A
Robin Read will review the stakeholders and the Committee and Staff interviews.

5. Follow Up Items

6. Ridership Stats

6.A
Review the August 2025, Ridership Stats.

7. Agenda Items

7.A
Interlocal Agreement between KVFR and the City of Ellensburg.

7.B
Interlocal Agreement between KVH and the City of Ellensburg.

7.C
Prestige Hearthstone Amended MOU

- 7.D Mountain View Post Acute Amended MOU

8. Marketing Updates

8.A



Labor Day Parade

9. Transit/Transportation Updates

- 9.A Vantage Hwy. Pathway Consultant Selection Update.
- 9.B Water Street Ribbon Cutting Ceremony Plan and Invite.
- 9.C ADA project updates
- 9.D Comp. Plan Transportation Chapter Update

10. Member Updates

- 10.A As time permits.

11. Next TAC Meeting

- 11.A October 21, 2025.

12. Adjournment



For more information on the Ellensburg Public Transit Advisory Committee, contact Transit Manager, Betsy Dunbar, at 509-925-8680.

The Contents of this agenda have been photocopied on recycled paper.



CITY OF ELLENSBURG

**Minutes of Transportation Advisory Committee
Regular Meeting**

Date of Meeting

August 26, 2025

Time of Meeting

3:30 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

1.A

Call the August 26, 2025, TAC Meeting to order.

Vice Chair Spitznas called the August 26, 2025, meeting to order at 3:30 PM.

1.B

Roll Call of TAC Members.

The following TAC members were in attendance: Vice Chair Spitznas, Jim Hurson, Ann Miner and Deja Blanchard. Chair Miller and Joey Bryant had excused absences.

Also in attendance: Betsy Dunbar - COE, Josh Mattson - COE, Keiko Walsh - HopeSource, Spencer Klewin - HopeSource.

Several Staff members were also in attendance.

No members of the community were in attendance.

2. Approval of Agenda

2.A

Motion to Approve the August 26, 2025, TAC Agenda.

Motion to Approve the August 26, 2025, TAC Agenda was made by committee member Hurson.

The motion carried 4-0.

3. Approval of Minutes

3.A

Motion to Approve the July 15, 2025, Meeting Minutes.

A motion to approve the July 15, 2025, Meeting Agenda was made by committee member Miner.

The motion carried 4-0.

4. Guest Speakers

None.

5. Follow Up Items

None.

6. Ridership Stats

6.A

Review the July 2025 Ridership Stats.

The July 2025 Ridership Stats were reviewed.

7. Agenda Items

None

8. Transit Marketing Updates

8.A

Labor Day Parade

Vice Chair Spitznas and COE staff member Betsy Dunbar, along with HopeSource staff member Keiko Walsh agreed to walk alongside the bus and hand out Ellensburg Central Transit frisbees. It was also suggested we reach out to Chair Miller to join the parade team.

9. Transit Updates

9.A

Strategic Plan Outline and Community Survey

The Strategic Plan Outline and the Community Survey was shared by staff member Dunbar with the committee.

9.B

Ellensburg Transportation Comp Plan

Josh Mattson shared the Ellensburg Transportation Comp Plan with the committee.

10. Member Updates

10.A

Member Updates as time permits.

The following updates were shared: the new Rotary Park bus stop, the Operating Grant Agreement status, the CWU Agreement and the approval of the Transit Development Plan.

There was a discussion about when the TIC subcommittee would meet. It was decided they would meet after the next TAC meeting in September.

11. Next TAC Meeting

11.A September 16, 2025

12. Adjournment

The meeting adjourned at 4:43 PM.



Ellensburg Central Transit Strategic Planning *Staff and Committee Interviews*

August 2025

Background

As part of the data collection phase of a strategic planning process for Ellensburg Central Transit, the City of Ellensburg worked with Robin H. Read Consulting to conduct interviews of relevant staff and members of the Public Transit Advisory Committee. The goal was to identify desired outcomes of the strategic planning process and gather individual-level options about Ellensburg Central Transit services and future priorities.

Methods

Seven key informant interviews were conducted with three staff members and four committee members.

The interviewees participated in a one-on-one recorded interview. Prior to starting the interview, the consultant reviewed the purpose of the interviews and requested verbal permission to record the interviews. All participants except one agreed to be recorded.

Results of the interviews were analyzed for common themes for each question asked. Themes are not necessarily listed in order of importance or frequency. It is also important to note that these results reflect the individual opinions of the participants.

Overarching Themes

Increasing accessibility

The overall vision of the participants is to increase accessibility to the transit system for all people in the community, with special consideration for those who rely on the transit system the most to meet basic needs and participate in the community. This can primarily be done through reducing barriers by expanding routes, increased frequency of buses, information improvements, bus improvements, and increasing ADA accessibility.

Information improvements

There are some areas where information about transit services could be improved. While the cabulance and paratransit are seen as services that generally work well, there was concern that people may not know they are available. Signage is another area of concern: signage at the stops is information dense and confusing for some, the signage inside the buses about where the bus is stopping and when is lacking or non-existent, and the buses only have numbers on the front, making it hard for people to see what bus it is. New users often don't know how to ride the bus and real time information about bus arrivals is inconsistent.

Bus improvements

There were some questions about whether bigger buses will be needed in the future. Some routes are cramped already and as ridership increases, this may become more of an issue. A drawback to this would be that drivers would have to have a special license to drive bigger buses. It was mentioned that while the buses are generally clean and drivers are friendly, the TV screens often aren't working. Additionally, there was discussion about changing the buses to electric, hybrid, or propane to lessen the impact on the environment and keep up with plans to reduce emissions. There are some drawbacks to these changes such as cost, battery run time, etc.

Service area expansion

There was lots of discussion about the need to expand routes to cover more areas of the city, as well as concern about areas outside the city that aren't being served. The east side of town (Chestnut Street and Radio Hill) are lacking service, there are gaps in the northwest part of town, south of town has limited service, and we need to ensure we continue to have sufficient service in the north part of town to serve CWU. There's concern about not having any transit service in Kittitas and Vantage as well.

Increased frequency

Many participants commented on the need for increased frequency, particularly on routes that are currently still hourly. Thirty-minute time increments would be more convenient for riders, would reduce wait times and may increase ridership.

Results

What is the importance of doing this strategic planning process? What outcomes would you like to achieve?

Theme #1: Direction and vision

Participants indicated the need for strategic planning is primarily to determine a shared direction and vision of where the transit system is headed and what needs to be focused on. Instead of being reactive, going through planning process allows us to think about what outcomes we want to achieve and what actions will move us toward those outcomes. The transit system has come a long way, and we need to build upon what has been established.

Theme #2: Funding priorities

Participants expressed the need to identify priorities for the future use of funding. We need to be able to rank projects in terms of importance so we are using the funding responsibly and to meet the needs.

Theme #3: Service improvement and expansion

Improving and expanding access to the transit system was expressed as a priority in the strategic planning process. It is important to meet the needs of the community as it grows, remove barriers, and expand service areas.

What should our community's transit system achieve?

Theme #1: Accessibility

Participants want the transit system to be accessible to everyone in the community, particularly those who may have the highest needs such as students, people who are low income, and people with disabilities. There were comments about reliance on the transit system for basic needs and the need to remove barriers to accessing the system such as decreased wait times, more stop locations, and accessible stops.

Other comments:

- Results of a good transit system are less traffic, less emissions, and less need for parking.
- Sidewalks, trails, and paths are an important part of the transit system too
- We want the service to be seen in a positive light by the community
- We want to make sure we meet our performance goals (on time, etc.)
- Do we service the whole town, or focus on those areas with the highest need?
- Need to be good stewards of funds
- The transit system should keep pace with the growth of the community and function as a support to economic development
- How do we prepare for annexation of UGAs and growth outside of city limits?

What values or guiding principles should guide the committee in setting priorities?

Theme #1: Fiscal responsibility

Several participants discussed the need to be fiscally responsible with public funds and ensure an economical provision of services.

Theme #2: Equity and fairness

Participants discussed the need to focus on equity and ensure the system is available and accessible to everyone in the community, with attention on those who need it the most.

Theme #3: Community participation

The importance of people being able to be independent, participate in the community, and access essential services without needing to drive was discussed. It was also mentioned that the drivers help provide a sense of community in their interactions.

Other comments:

- Maximizing ridership: increasing frequency to be more appealing and convenient to potential bus riders
- Safety: Number one priority is maintaining safety
- Timeliness is important, especially ensuring that the buses aren't early, but also have wiggle room in the schedule
- Important to prioritize the quality of service—enhancing and maintaining
- Empathy: being able to understand where people come from every day.
- Communication to the public

What works well in our current system?

Theme #1: Cabulance and paratransit

The cabulance and paratransit services work well and are accessible and convenient. It was commented that people may not know they are available. Also, there is some overlap between paratransit and dial-a-ride and these services could potentially be affected by changes in the health care system.

Theme #2: Punctuality and predictability

Generally, the buses can be counted on, the timing is predictable, and they don't leave early.

Theme #3: High ridership

Generally, routes are well used and there is a steady increase in ridership.

Other comments:

- The Cle Elum and Yakima commuter buses
- Having HopeSource own and operate the buses
- The switch from loop routes to linear routes
- Increased frequency (from one hour to 30 minutes)
- Clean buses
- Friendly drivers
- Lots of places you can travel to
- Free transit is a big deal for lots of people

Where do you see unmet needs, gaps, or challenges?

Theme #1: Service area gaps

Participants discussed the challenges of having to stay within the city limits and not being able to serve the outskirts of town. There are several service area gaps such as the northeast part of town (Radio Hill) and pockets of the northwest part of town as well. Serving farther south is challenging because there is no place to turn around. Having routes to Kittitas and Vantage was also mentioned. There was some question about whether the people living in the areas where there are gaps would actually use the buses.

Theme #2: Frequency

Some routes are still hourly and moving to 30-minute increments would be a positive change. This would make these routes more useable.

Theme #3: Information gaps

The scheduling signage at the stops is information dense and it is often not super clear how to access the buses. There is confusion about which buses are at the stop and which direction they are going in (clockwise or counterclockwise.) Additionally, there is a lack of visual representation on the bus about where the bus is stopping and when (most of the TV screens are broken) and the bus number is only posted on the front, making it hard for people to see which bus it is.

Other comments:

- The hub at 4th and Ruby isn't ideal
- Need to be thinking about changing from gas to electric or propane
- Buses will need to be upgraded someday
- West interchange is clunky

What are the priority areas to be addressed?

Theme #1: Route expansion

Several participants discussed the need to expand the service area, especially as the city continues to grow. Areas mentioned included considering if service would be necessary where the Winco plant is going in, ensuring we are serving north of town particularly for CWU students, and looking at serving the east side of town more and along Chestnut Ave.

Theme #2: Increased frequency

Increasing the frequency and reducing wait times for buses to increase usage was brought up by several participants, especially focusing on the routes that are still hourly.

Theme #3: Bus improvements

Several participants commented that there may be a need for bigger buses in the future as ridership increases. Some buses are already cramped. Additionally, there were comments about moving to electric or propane fueled buses.

Theme#4: Multimodal hub

There is a need to improve connections with other transit services such as the Yakima and Cle Elum connector buses, the airporter, and the Flix buses. Additionally, the current hub at Safeway is quite congested. Could we explore a park and ride option?

Other comments:

- Priorities are serving people with disabilities and people who are low-income

What innovations or improvements should we explore?

Theme #1: Increased ADA accessibility

There is a need to continue making ADA improvements to stops and consider if there are different types of buses that would make it easier for users.

Theme #2: Increased information

People need more information about how to ride the bus if they are new users, we need to ensure readerboards are working properly, bus numbers should go on the back and/or sides of buses (instead of just front), and there needs to be better access to realtime information about bus arrival times. We also need to work on a shift in public perception—transit should be for everyone.

Theme #3: Changes in buses

We should explore electric, hybrid, or propane buses as well as bigger buses. There would be a need for charging stations, or panels that charge as they go. We would also have to consider how long the buses can run on electricity. These changes may be cost prohibitive.

Other comments:

- Multimodal station should be explored
- Need to focus on continuous safety improvements, address potentially troublesome riders
- How do we continue to increase ridership?
- Ensure training of drivers is consistent
- Some buses have a hard time getting around corners
- Some stops are in odd places
- How are we considering the changing generational trends in driving, particularly later entry into the driving pool?



Ellensburg Central Transit Strategic Planning *Stakeholder Interviews*

August 2025

Background

As part of the data collection phase of a strategic planning process for Ellensburg Central Transit, the City of Ellensburg worked with Robin H. Read Consulting to conduct stakeholder interviews of key organizations in Ellensburg. The goal was to understand the experiences and perceptions community organizations and the people they serve with respect to Ellensburg Central Transit services.

Methods

Six key informant interviews were conducted with representatives from the following organizations: APOYO, Central Washington Disability Resources, FISH Food Bank, HopeSource, Kittitas Valley Healthcare, and Peers Rising. In most cases, one person from the organization participated in the interview. In one case, two volunteers and a staff member participated together. Attempts were made to interview several other organizations, but there was no response. Two organizations declined the interview—one because they didn't feel like they could really represent the people they serve, and the other felt that most transportation concerns of the people they serve are related to out-of-town transportation.

The interviewees participated in a one-on-one recorded and transcribed interview. Prior to starting the interview, the consultant reviewed the purpose of the interviews and requested verbal permission to record the interviews. All participants agreed to be recorded. The consultant also reviewed what services are encompassed in Ellensburg Central Transit (buses, cabulance, and paratransit.)

Results of the interviews were analyzed for common themes for each question asked. Themes are not necessarily listed in order of importance or frequency. It is also important to note that these results reflect the opinions of the participants, and not necessarily fact. Responses also may reflect the specific area of programming or population with whom the participants work.

Overarching Themes

Meets lots of needs

Generally, many participants expressed that the transit system works well and meets a lot of needs of people in the community. It covers a lot of area, especially for a rural small town, and the buses are generally easy to access. People use the transit system for work, appointments, shopping, and accessing services. The fact that the services are free helps a lot of people access what they need. The buses are generally accessible, the services is inclusive, and drivers are friendly, helpful, and accomodating.

Information improvements

There is a need to improve the information about transit services. Organizations and the community in general need to be more aware of the services, the fact that they are free, and where they serve. Additionally, information about scheduling is confusing for many and there could be opportunities to simplify information available and make it more accessible and easier to understand. The Transit app is helpful but isn't always synced up with real time information. More information needs to be available in Spanish as well.

Filling gaps

Gaps that were expressed included needing earlier and later times for buses, increased frequency especially for routes that are hourly, and increasing routes to serve more areas. There is a lot of concern that the services aren't available outside of the city limits.

Bus stop improvements

Adding more shelters to bus stops and continuing to increase accessibility at stops was discussed frequently. Simplifying the information available at stops to just what buses stop there at what times would be helpful. There was also concern expressed about the difficulties posed by parked cars in or near bus stops.

Results

What are the biggest challenges people face with using Ellensburg Central Transit services?

Theme #1: Scheduling gaps

Several participants talked about gaps in fixed route schedules that don't meet people's needs. Both the need for people who work early shifts and late shifts were discussed. Additionally, participants indicated the need for more frequent routes, especially on the routes that are currently hourly.

Theme #2: Information challenges

Participants talked about difficulties with accessing information about bus stops, routes, and times, especially for people who are new to riding the fixed routes. People don't always know where the stops are, unless they have a covered area and are more obvious. The schedule and the app can be really confusing to some people, especially those with disabilities. There were suggestions to have more resources for newcomers, reduce the quantity of information at the stops, simplify the information or highlight the relevant information for that stop, and use contrasting colors. Additionally, it was mentioned that the transit app isn't always accurate with real time information (i.e. arrival times.) Centraltransit.com is more accurate, but harder for consumers to use.

Other comments:

- Some routes are highly utilized, making it difficult for people who have strollers or wheelchairs to board.
- Some participants mentioned the difficulty of not having service outside of the city limits of Ellensburg.
- Sometimes buses are late or inconsistent in arrival times.
- Many people have to transfer buses at Safeway to get to where they need to go.
- There's no bus route currently from the high school to CWU.
- Buses need more cargo space. People often need to carry on more things than there is space for. Sometimes people have to make multiple trips to get groceries.
- Cabulance needs to be available all hours due to emergency room discharges happening 24/7.
- Some people have difficulties with the paratransit service—difficulty making appointments, or not arriving on time.

How does current Ellensburg Central Transit service support, or fall short of, daily needs?

Theme #1: Meets daily needs of many

Participants generally agreed that the transit services meet a lot of needs for people who rely on public transit. Work, medical appointments, shopping, and accessing resources were cited as being common uses. One person talked about a client who would have to walk 4 miles every day to and from work if it weren't for the transit system. Participants like that the service is free and supportive of daily needs.

Theme #2: Challenges

Some challenges mentioned included sometimes not being able to have a return trip due to the time of day, having to walk long distances to reach a bus stop (particularly at the east interchange), having a lot to carry on the bus especially with groceries or food bank visits, infrequent buses on certain routes makes taking the bus too inconvenient, and the lack of service in the residential expansion areas.

What barriers to access to Ellensburg Central Transit to you observe? Prompt: These could be physical, sensory, cultural, linguistic, etc.

Theme #1: Linguistic

There was some question as to how much of the transit information is available in Spanish. The Transit app is available in Spanish, but are the timetables and brochures available in Spanish? It would also be helpful to have Frequently Asked Questions in Spanish. There was a comment that although the bus drivers aren't bilingual, they are very friendly and helpful.

Theme #2: Stop improvements

Several participants discussed improvements to bus stops for increased accessibility. Ensuring sidewalk access for those who are mobility challenged, considering moving stops that are on the opposite side of the street from where people need to access them, and addressing the cars that park in or near the bus stops, or moving the stops so cars can't block them.

Other comments:

- Could there be donation boxes on the buses for people who want to contribute?
- Sometimes the ride is quite bumpy, making it difficult for people with sensory challenges.
- Getting on and off the bus can be difficult for some people, although having the lifts is helpful.
- People can only take so much stuff (food) on the bus.
- Reading timetables at the stops are hard to see and hard to understand. Consider limiting the timetables to just the information needed for that stop.
- There's often not enough time to transfer buses at Safeway, especially for those who are mobility challenged.
- It would be helpful if the cabulance could go outside of city limits. Also, can the cabulance take stretchers? Some people can't sit up.

What would make Ellensburg Central Transit feel more inclusive, comfortable, or responsive for the community you serve?

Theme #1: Does a good job already

Several participants expressed appreciation for how accessible the bus system is. They felt that staff, drivers in particular, do a good job of being inclusive, helpful, and accomodating. Several said they haven't heard any complaints and generally get good feedback about the bus system.

Other comments:

- Need more routes
- Sometimes routes aren't synced with the Transit app
- Not everyone knows about the Transit app
- It is sometimes difficult to get ahold of HopeSource for the dial-a-ride service, the need more staffing.
- Need to expand hours earlier and later
- Is there a way to accommodate grocery shopping better? More cargo space and more frequent buses?
- Need information more readily available in Spanish, especially on the buses

Are there routes, times, or service types missing for the people you serve?

Theme #1: Outside city limits

Several participants discussed the need for increased access to transit services outside the city limits. The Reecer Creek area and the east interchange area were mentioned as needing services. It was mentioned that city residents would still be served by being able to access new housing and employment opportunities.

Other comments:

- There is a need to accommodate early shifts and late shifts.
- More frequency of buses is needed.
- Some bus stops are too close together and could be spread out, others are too far apart, making it difficult for people to access them.

What changes or innovations would improve people's experience with Ellensburg Central Transit?

Theme #1: More sheltered stops

Several participants expressed a need for more covered areas at the bus stops, especially those near Safeway. Having refuge from inclement weather is helpful, as well as making the stops easier to find.

Other comments:

- Some people are able to pay for transit services which might provide funding for improvements.
- The TVs on the buses often don't work.
- Can we ticket people who part in bus stops? (Both to discourage, and for a funding source?)
- Need better information at each bus stop—what buses stop there and at what times. Too much information is confusing.
- Need more resources for newcomers—maybe a how to video?
- Could do more promotion of buses during events, like the fair/rodeo.
- Some organizations need more information about the services available.
- For the most part, people don't have to go far to access a bus stop. Stops are strategically placed where people need them.

In an ideal world, what does Ellensburg Central Transit look like in this community five years from now?

Theme #1: Expansion

Many participants talked about wanting to see expansion of services (i.e. routes, areas outside city limits, frequency, schedules.)

Theme #2: Increased information

Improving signage that is confusing, more advertising so people know that it is free, and promoting through the schools were all mentioned.

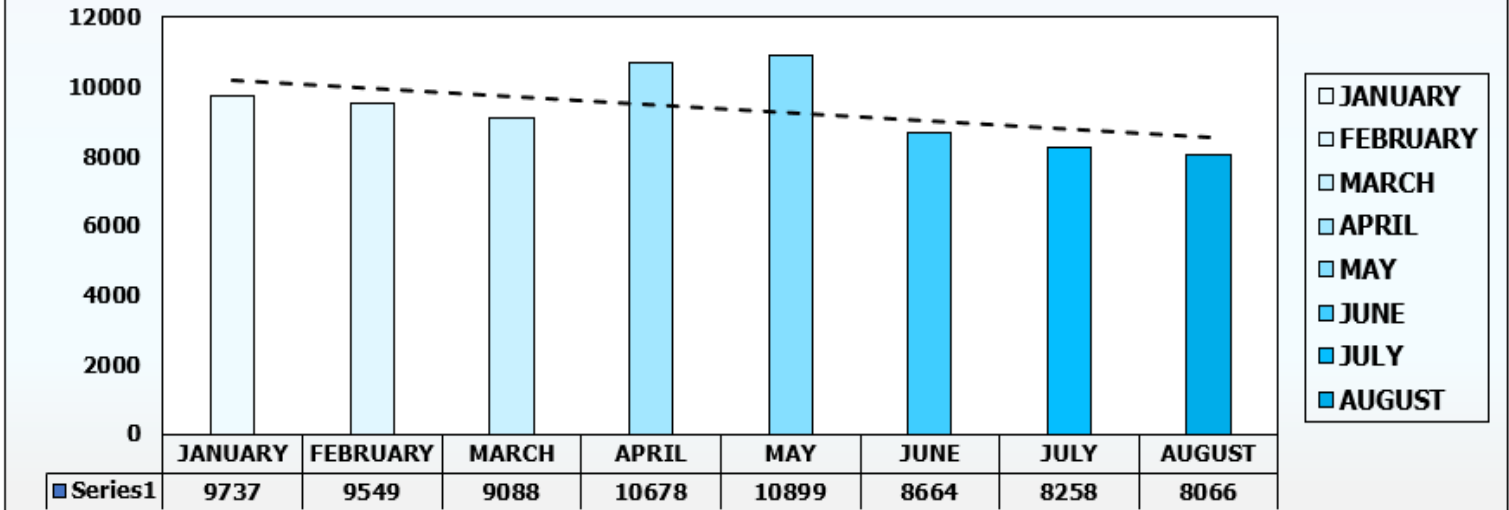
Other comments:

- Multilingual drivers
- Stops with covered areas—some stops are hidden by cars and it is hard to see people waiting
- Bigger buses on routes that are busier
- Buses are uncomfortable
- Could we do paid ads on the buses for more funding?
- Keep it free! It's easy to use, valuable, and useful service.
- Drivers need to be sure and take breaks on the sidewalks rather than the street
- Generally, the system is punctual, clean, and runs smoothly. It is dependable, even in heavy traffic.
- Increased consistency
- Sometimes the timetables are hard to meet, especially if someone needs assistance boarding the bus
- Coming to the KVH front doors would be helpful for those who have a hard time walking to the stop
- More collaboration and communication with local organizations
- Public service to Cle Elum, connectivity with the whole county.
- Bus stops at all public parks

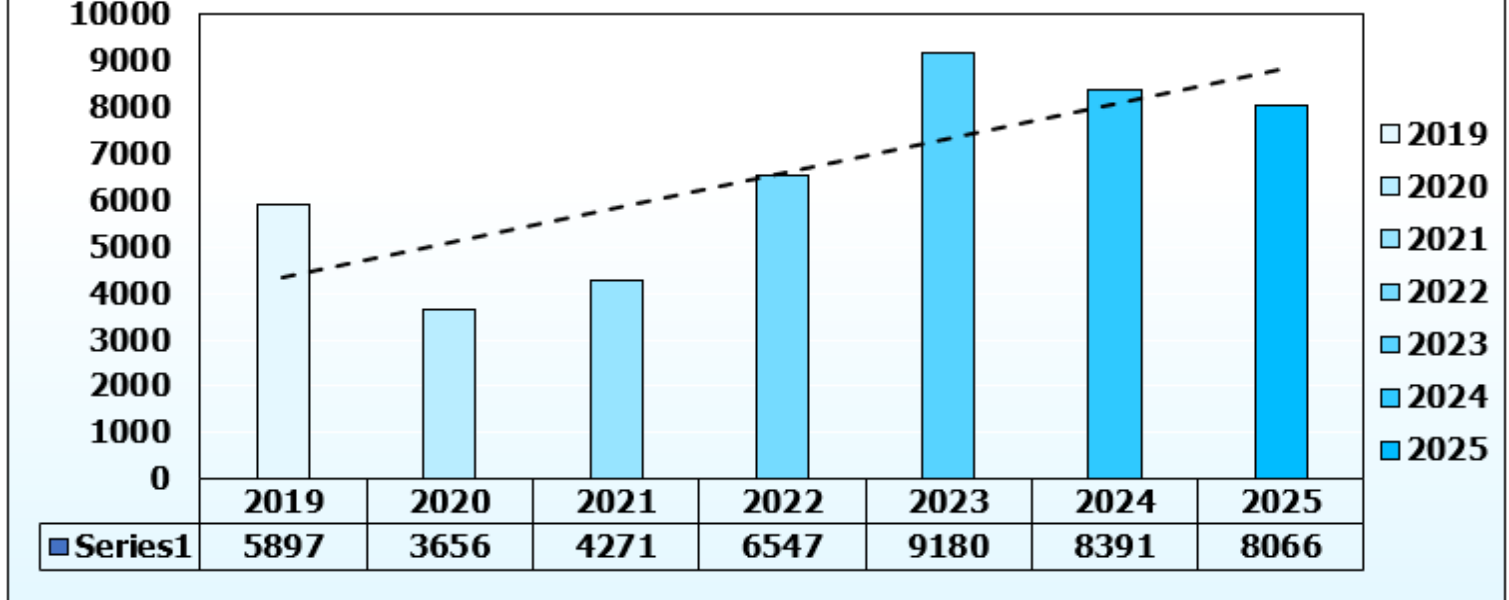
AUGUST RIDERSHIP STATS

FIXED ROUTE

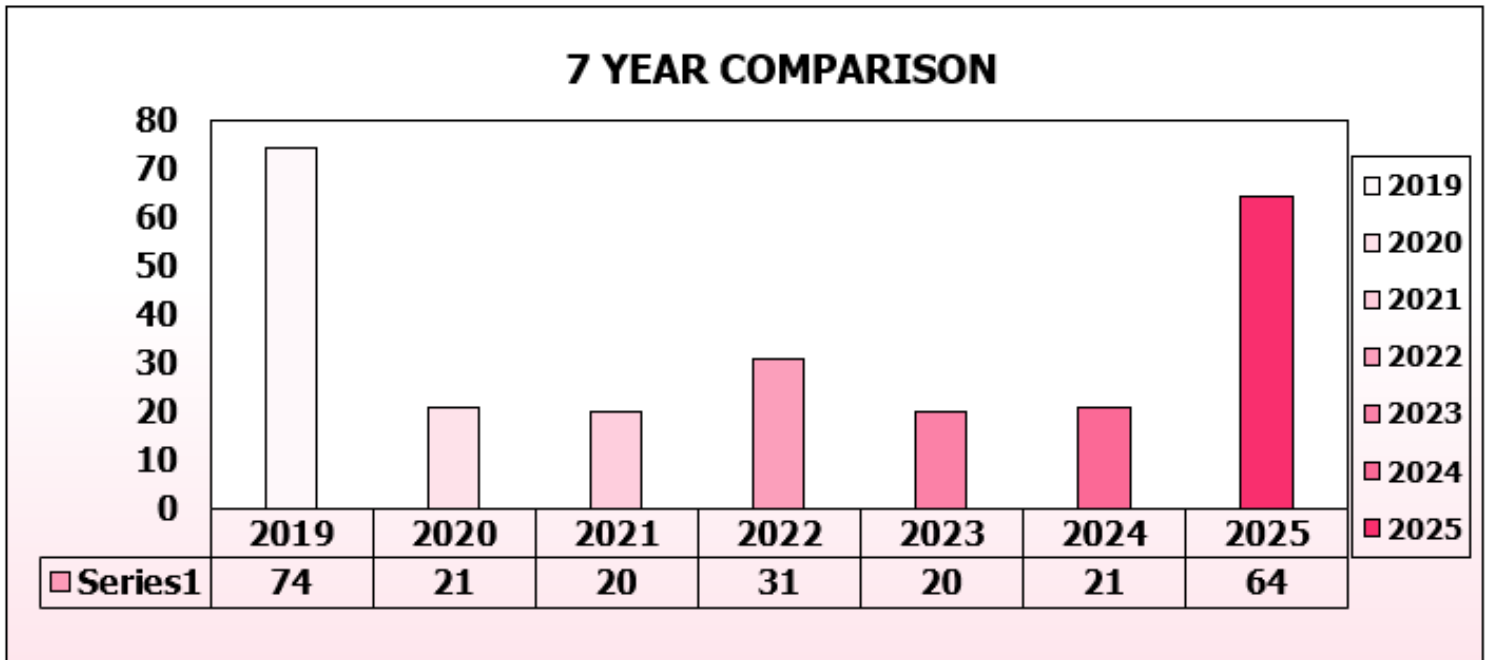
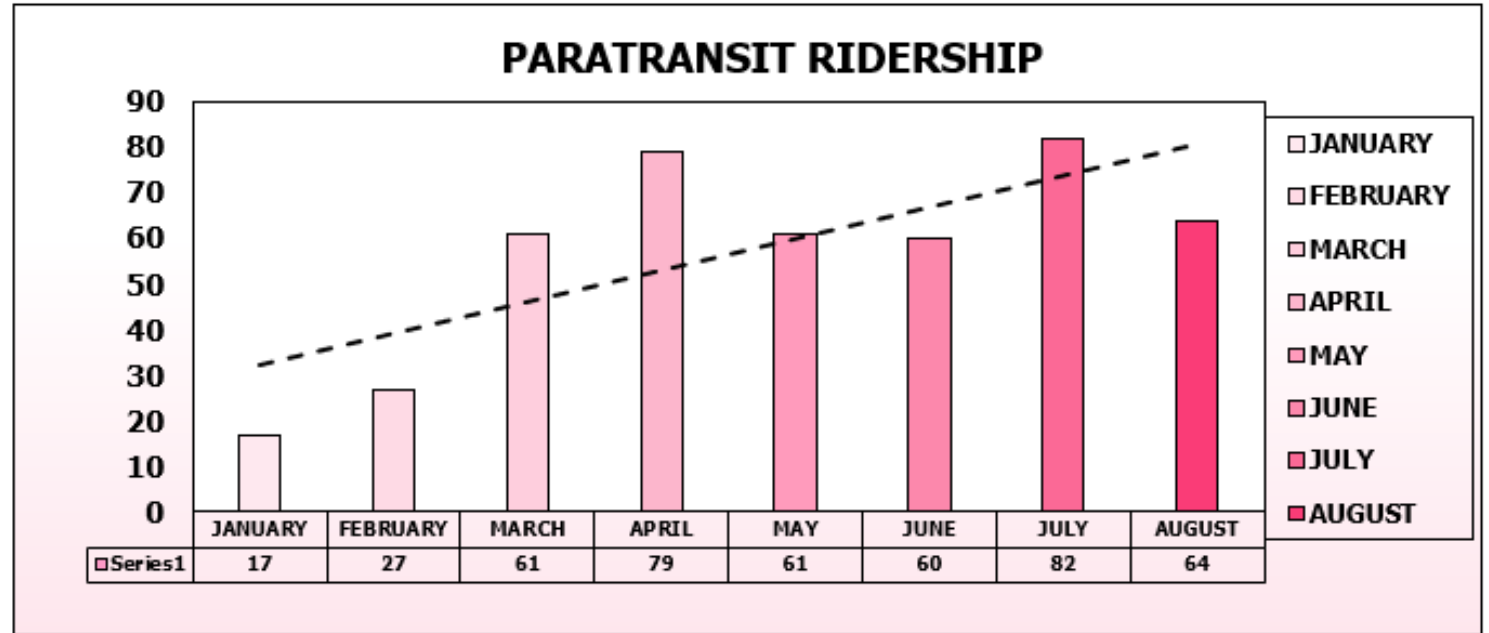
FIXED ROUTE RIDERSHIP



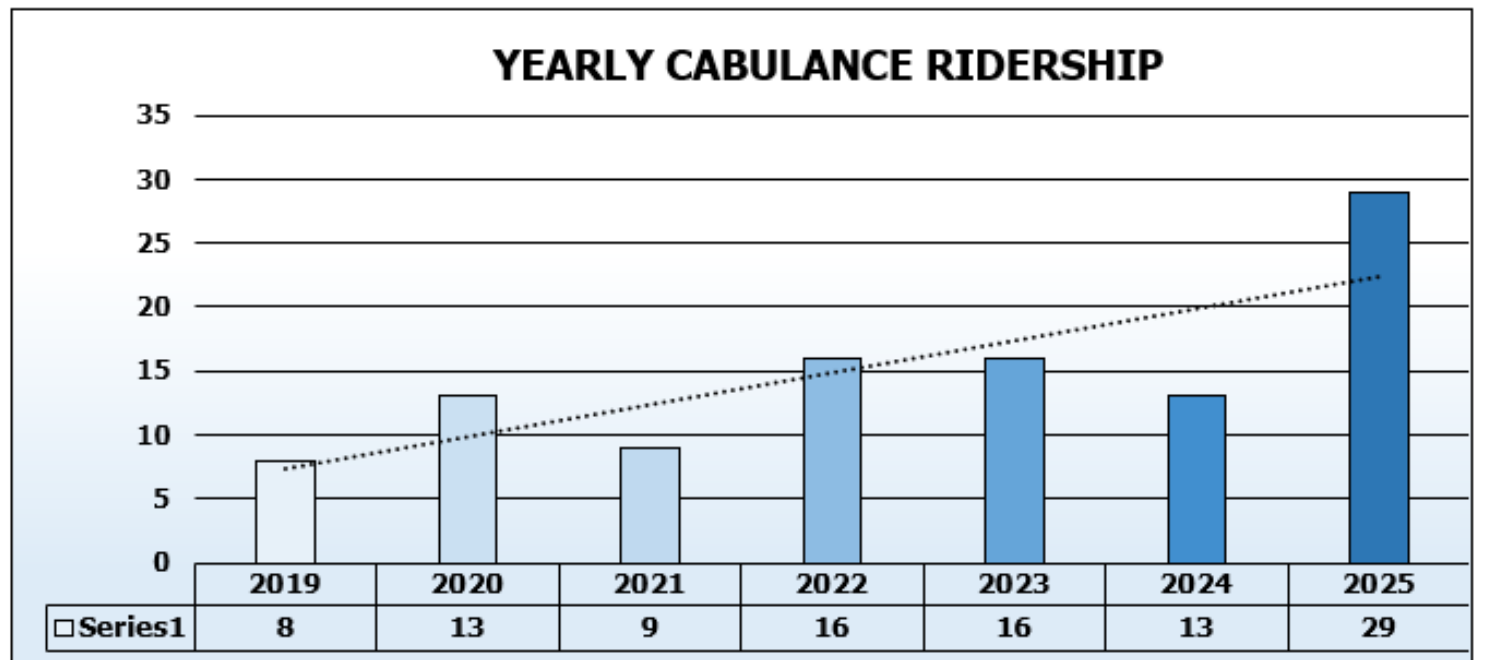
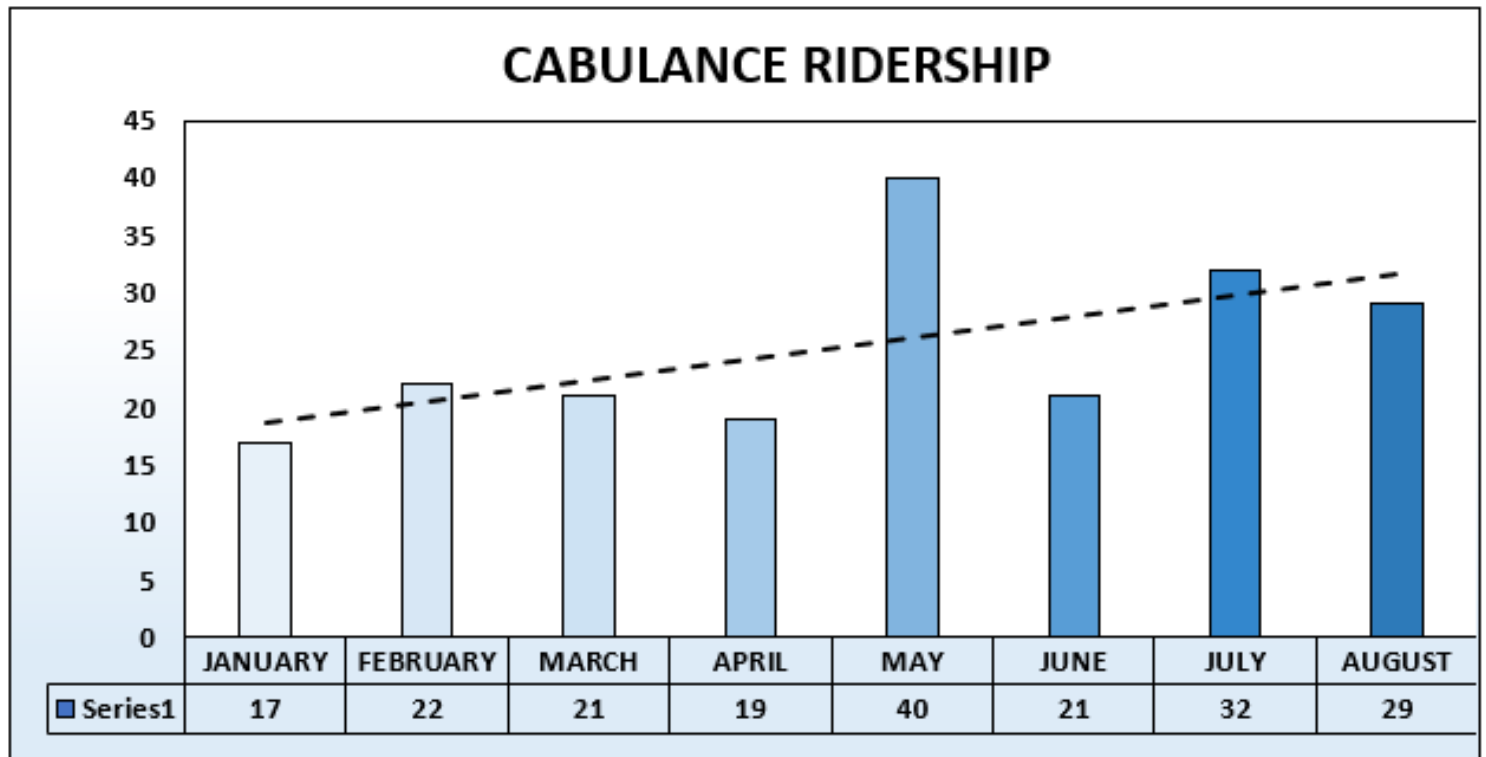
7 YEAR FIXED ROUTE RIDERSHIP STATS



PARATRANSIT



CABULANCE



KCC

DIAL A RIDE

2025	
JANUARY	585
FEBRUARY	626
MARCH	633
APRIL	660
MAY	646
JUNE	628
JULY	653
AUGUST	734

2025 RIDERSHIP	
JANUARY	1263
FEBRUARY	1201
MARCH	1460
APRIL	1684
MAY	1440
JUNE	1436
JULY	1624

Interlocal Agreement

between

**Kittitas County Fire Protection District 2
(Kittitas Valley Fire and Rescue)**

and

City of Ellensburg for Cabulance Service

This AGREEMENT made and entered into this ____ day of _____ 2025, by and between the City of Ellensburg (“the City”), a Washington municipal corporation, and Kittitas County Fire Protection District 2 of Kittitas County Washington herein referred to as (“KVFR”), to initiate Cabulance service from the City of Ellensburg through the City’s contractor when non-emergency accessible transportation to a health care facility is required in response to an EMT call and pursuant to the terms and conditions of this Agreement.

WHEREAS, The City of Ellensburg residents continue to need and benefit from the Cabulance services provided by the City through their contractor; and

WHEREAS, funding for the Cabulance service has been included in the City’s 2025-2026 biennial budget and is included in the Multiyear Financial plan of the City’s 2025-2030 Transit Development Plan and;

WHEREAS, The City and KVFR are parties to Interlocal Agreements dated June 5, 2018, #2 dated July 20, 2021, #3 dated November 2, 2023; and

WHEREAS, Section 7 of the Interlocal Agreement provides that any amendments must be in writing and signed both parties.

NOW, THEREFORE, the parties agree as follows:

The term is hereby extended from July 1, 2025 to June 30, 2026.

KVFR

CITY OF ELLENSBURG

DJ Goldsmith, Fire Chief

Heidi Behrends Cerniwey, City Manager

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Christopher Horner, City Attorney

ATTEST:

Beth Leader, City Clerk

Exhibit A

CABULANCE ONE-WAY VOUCHER
Phone 509-899-6364

DATE: _____

PART A: To be completed by Authorized Requester

PLEASE PRINT

Name of Medical Facility or Health Care Provider Requesting Trip: _____

Name of Authorized Requester: _____

Title of Authorized Requester: _____

Pickup Location: _____

Requested Drop off Location: _____

Time of Call: _____ **Military Time** Requested Pick Up Time: _____ **Military Time**

Passenger Name: _____ DOB: _____

Passenger Address: _____ **MOBILITY**

DEVICE: Please circle one below

Manual WC | Power WC (30" Wide Max) | Walker | Ambulatory and Needs Accessible Vehicle

Passenger is medically stable & ready to be transported via non-emergency Cabulance service. **YES** **NO**

If NO, please call when they are ready.

Passenger has access to their own residence, or their room at a skilled nursing or senior living facility? **YES** **NO**

If NO, it has been verified that someone will be at the residence/facility to receive the passenger. **YES** **Initial** _____

The passenger has access to enter the facility and their room at a skilled nursing facility or senior living facility.

YES **NO**

I certify that the above information is true, correct and meets all the requirements of the Cabulance program requirements as outlined in the "Scope of Work":

Signature of Authorized Requester: _____

PART B: To be completed by the Cabulance Driver

PLEASE PRINT

Cabulance Driver: _____

Drop off Location: _____ Ellensburg, WA 98926

Pick up Time: _____ **Military Time** Drop off Time: _____ **Military Time**

Vehicle Number: _____ **Starting Miles:** _____ **Ending Miles:** _____

Name of Responsible Party at Drop off Location: _____

Signature of Passenger or Responsible Party: _____

Revised 9 2025

Exhibit B

Insurance

A. General Requirements.

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

B. No Limitation

The Facility's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of the Facility to the coverage provided by such insurance or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance

The Facility shall obtain insurance of the types and coverage described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01.
2. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap liability, personal injury and advertising injury. The City shall be named as an additional insured under the Facility's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO endorsement form CG 20 26.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Facility's profession.

D. Minimum Amounts of Insurance

The Facility shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$2,000,000 each occurrence, \$2,000,000 general aggregate.

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

E. Other Insurance Provision

The Facility's Automobile Liability and Commercial General Liability insurance policies are to contain or be endorsed to contain that they shall be primary insurance as respect the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Facility's insurance and shall not contribute with it.

F. Acceptability of Insurers

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

G. Verification of Coverage

The Facility shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured and primary coverage endorsement, evidencing the insurance requirements of the Agreement before commencement of the work.

H. Notice of Cancellation

The Facility shall provide the City with written notice of any policy cancellation within two business days of their receipt of such notice.

I. Failure to Maintain Insurance

Failure on the part of the Facility to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Facility to correct the breach, immediately terminate the Agreement or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Facility from the City.

J. City Full Availability of Facility Limits

If the Facility maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Facility, irrespective of whether such limits maintained by the Facility are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Facility.

EXHIBIT C

Cabulance Scope of Work

1. General Overview.

Within the City of Ellensburg, there is a need for 24/7/365 transportation for individuals who have non-emergency medical needs that cannot be met by Paratransit, Dial A Ride or non-accessible taxis. The Cabulance is designed to meet this need.

2. Scope of Work.

- a. In order to meet the needs of the community, the following procedures are to be followed:
 - i. Appropriate use of the Cabulance service
 1. Due to a medically based reason, the patient cannot use a taxi.
 2. Emergency personnel determine a patient does not need emergency transport but does need immediate transport to a medical facility.
 3. Due to a medically based prognosis, the patient must get to a medical facility in a timely manner that is not possible with Dial A ride, Paratransit or a Taxi.
 4. The trip must originate and terminate within the city limits of Ellensburg.
 5. The trip may be required at any time of time on any day unless forbidden in this Scope of Work.
 - ii. Qualified Cabulance Trips
 1. Non-emergency EMT calls requiring an accessible vehicle for immediate transport.
 2. A non-emergency accessible trip between medical facilities.
 3. Accessible vehicle trips needed to take a patient home upon discharge from a medical facility.
 4. A trip requested by a licensed or certified medical professional at an assisted living facility which has a memorandum of understanding (MOU) / Agreement with the City of Ellensburg and meets the criteria of the Scope of Work.
 - iii. Cabulance Trip Requirements
 1. All trips must start and stop within the city limits of the City of Ellensburg.
 2. A patient missing a trip on Dial A Ride or Paratransit does not justify a Cabulance trip.

3. A patient failing to schedule a Dial A Ride or Paratransit trip does not justify a Cabulance trip.
 4. Cabulance trips cannot be used for scheduled appointments.
 5. If a trip can be safely provided by Taxi, Dial A Ride or Paratransit, it does not qualify for the Cabulance service.
 6. A Cabulance Trip may not be requested by an assisted living facility Monday through Friday during the hours of 07:00 to 18:00. During these hours, the assisted living facility must provide accessible transportation for their residents.
- iv. Authorized Requesters of Cabulance Trips
1. EMTs
 2. Hospital professional staff including social workers, nurses, discharge personnel, home healthcare RNs and medical providers.
 3. Urgent or Family care clinic medical personnel.
 4. Local Law Enforcement
 5. Licensed or certified medical professionals at an Assisted Care facility.
 6. Government entities will require an Interlocal agreement with the City of Ellensburg
 7. Private entities will require a memorandum of understanding with the City of Ellensburg.
 8. Requester shall complete Part A of the Voucher prior to transport by the Cabulance. (see Exhibit A, attached).

Interlocal Agreement

between

**Kittitas County Fire Protection District 2
(Kittitas Valley Fire and Rescue)**

and

City of Ellensburg for Cabulance Service

This AGREEMENT made and entered into this ____ day of _____ 2025, by and between the City of Ellensburg (“the City”), a Washington municipal corporation, and Kittitas County Fire Protection District 2 of Kittitas County Washington herein referred to as (“KVFR”), to initiate Cabulance service from the City of Ellensburg through the City’s contractor when non-emergency accessible transportation to a health care facility is required in response to an EMT call and pursuant to the terms and conditions of this Agreement.

WHEREAS, The City of Ellensburg residents continue to need and benefit from the Cabulance services provided by the City through their contractor; and

WHEREAS, funding for the Cabulance service has been included in the City’s 2025-2026 biennial budget and is included in the Multiyear Financial plan of the City’s 2025-2030 Transit Development Plan and;

WHEREAS, The City and KVFR are parties to Interlocal Agreements dated June 5, 2018, #2 dated July 20, 2021, #3 dated November 2, 2023; and

WHEREAS, Section 7 of the Interlocal Agreement provides that any amendments must be in writing and signed both parties.

NOW, THEREFORE, the parties agree as follows:

The term is hereby extended from July 1, 2025 to June 30, 2026.

KVFR

CITY OF ELLENSBURG

DJ Goldsmith, Fire Chief

Heidi Behrends Cerniwey, City Manager

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Christopher Horner, City Attorney

ATTEST:

Beth Leader, City Clerk

Exhibit A

CABULANCE ONE-WAY VOUCHER
Phone 509-899-6364

DATE: _____

PART A: To be completed by Authorized Requester

PLEASE PRINT

Name of Medical Facility or Health Care Provider Requesting Trip: _____

Name of Authorized Requester: _____

Title of Authorized Requester: _____

Pickup Location: _____

Requested Drop off Location: _____

Time of Call: _____ **Military Time** Requested Pick Up Time: _____ **Military Time**

Passenger Name: _____ DOB: _____

Passenger Address: _____ **MOBILITY**

DEVICE: Please circle one below

Manual WC | Power WC (30" Wide Max) | Walker | Ambulatory and Needs Accessible Vehicle

Passenger is medically stable & ready to be transported via non-emergency Cabulance service. **YES** **NO**

If NO, please call when they are ready.

Passenger has access to their own residence, or their room at a skilled nursing or senior living facility? **YES** **NO**

If NO, it has been verified that someone will be at the residence/facility to receive the passenger. **YES** **Initial** _____

The passenger has access to enter the facility and their room at a skilled nursing facility or senior living facility.

YES **NO**

I certify that the above information is true, correct and meets all the requirements of the Cabulance program requirements as outlined in the "Scope of Work":

Signature of Authorized Requester: _____



PART B: To be completed by the Cabulance Driver

PLEASE PRINT

Cabulance Driver: _____

Drop off Location: _____ Ellensburg, WA 98926

Pick up Time: _____ **Military Time** Drop off Time: _____ **Military Time**

Vehicle Number: _____ **Starting Miles:** _____ **Ending Miles:** _____

Name of Responsible Party at Drop off Location: _____

Signature of Passenger or Responsible Party: _____

Revised 9 2025

Exhibit B

Insurance

A. General Requirements.

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

B. No Limitation

The Facility's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of the Facility to the coverage provided by such insurance or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance

The Facility shall obtain insurance of the types and coverage described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01.
2. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap liability, personal injury and advertising injury. The City shall be named as an additional insured under the Facility's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO endorsement form CG 20 26.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Facility's profession.

D. Minimum Amounts of Insurance

The Facility shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$2,000,000 each occurrence, \$2,000,000 general aggregate.

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

E. Other Insurance Provision

The Facility's Automobile Liability and Commercial General Liability insurance policies are to contain or be endorsed to contain that they shall be primary insurance as respect the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Facility's insurance and shall not contribute with it.

F. Acceptability of Insurers

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

G. Verification of Coverage

The Facility shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured and primary coverage endorsement, evidencing the insurance requirements of the Agreement before commencement of the work.

H. Notice of Cancellation

The Facility shall provide the City with written notice of any policy cancellation within two business days of their receipt of such notice.

I. Failure to Maintain Insurance

Failure on the part of the Facility to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Facility to correct the breach, immediately terminate the Agreement or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Facility from the City.

J. City Full Availability of Facility Limits

If the Facility maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Facility, irrespective of whether such limits maintained by the Facility are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Facility.

EXHIBIT C

Cabulance Scope of Work

1. General Overview.

Within the City of Ellensburg, there is a need for 24/7/365 transportation for individuals who have non-emergency medical needs that cannot be met by Paratransit, Dial A Ride or non-accessible taxis. The Cabulance is designed to meet this need.

2. Scope of Work.

- a. In order to meet the needs of the community, the following procedures are to be followed:
 - i. Appropriate use of the Cabulance service
 1. Due to a medically based reason, the patient cannot use a taxi.
 2. Emergency personnel determine a patient does not need emergency transport but does need immediate transport to a medical facility.
 3. Due to a medically based prognosis, the patient must get to a medical facility in a timely manner that is not possible with Dial A ride, Paratransit or a Taxi.
 4. The trip must originate and terminate within the city limits of Ellensburg.
 5. The trip may be required at any time of time on any day unless forbidden in this Scope of Work.
 - ii. Qualified Cabulance Trips
 1. Non-emergency EMT calls requiring an accessible vehicle for immediate transport.
 2. A non-emergency accessible trip between medical facilities.
 3. Accessible vehicle trips needed to take a patient home upon discharge from a medical facility.
 4. A trip requested by a licensed or certified medical professional at an assisted living facility which has a memorandum of understanding (MOU) / Agreement with the City of Ellensburg and meets the criteria of the Scope of Work.
 - iii. Cabulance Trip Requirements
 1. All trips must start and stop within the city limits of the City of Ellensburg.
 2. A patient missing a trip on Dial A Ride or Paratransit does not justify a Cabulance trip.

3. A patient failing to schedule a Dial A Ride or Paratransit trip does not justify a Cabulance trip.
 4. Cabulance trips cannot be used for scheduled appointments.
 5. If a trip can be safely provided by Taxi, Dial A Ride or Paratransit, it does not qualify for the Cabulance service.
 6. A Cabulance Trip may not be requested by an assisted living facility Monday through Friday during the hours of 07:00 to 18:00. During these hours, the assisted living facility must provide accessible transportation for their residents.
- iv. Authorized Requesters of Cabulance Trips
1. EMTs
 2. Hospital professional staff including social workers, nurses, discharge personnel, home healthcare RNs and medical providers.
 3. Urgent or Family care clinic medical personnel.
 4. Local Law Enforcement
 5. Licensed or certified medical professionals at an Assisted Care facility.
 6. Government entities will require an Interlocal agreement with the City of Ellensburg
 7. Private entities will require a memorandum of understanding with the City of Ellensburg.
 8. Requester shall complete Part A of the Voucher prior to transport by the Cabulance. (see Exhibit A, attached).

Amendment No. 2 to Memorandum of Understanding
Between
Ellensburg Ventures, LLC
Dba Prestige Senior Living at Hearthstone
AND
City of Ellensburg
for Cabulance Service

This AGREEMENT made and entered into this ____ day of _____ 2025, by and between the City of Ellensburg (“the City”), a municipal corporation, and Prestige Senior Living @ Hearthstone (“The Facility”), to extend the Facility’s authorization to initiate Cabulance service through the City’s contractor when a passenger needs non-emergency accessible transportation from the Facility to their residence or to another approved care facility within the city limits of Ellensburg, Washington pursuant to the terms and conditions of the Memorandum of Understanding (MOU) dated 07/20/2021, Amendment No. 1 dated 7/12/2023, and this agreement.

WHEREAS, City of Ellensburg residents continue to need and benefit from the Cabulance services provided by the City through their contractor; and

WHEREAS, funding for the Cabulance service has been included in the City’s 2025-2026 biennial budget and is included in the Multiyear Financial Plan of the City’s 2025-2030 Transit Development Plan and;

WHEREAS, Section 7 of the MOU dated 07/20/2021 provides that any changes, modifications, or amendments must be approved by written agreement executed by both parties.

NOW, THEREFORE, the parties agree as follows:

The term, as set forth in Section 3 of the MOU dated 09/01/2021, and as extended by Amendment No. 1 dated 7/12/2023, is hereby extended to include the period from July 1, 2025 to June 30, 2026.

Section 2.1 of the MOU dated 09/01/2021, and as extended by Amendment No. 1 dated 12/18/2023, is hereby modified as follows:

[new paragraph]2.1.1 – It is the sole responsibility of the Facility to ensure the passenger is medically stable and ready -for non-emergency transportation, and to confirm that a) the authorized facility the passenger is being transported to is prepared for the passenger’s arrival, OR b) if the passenger is being transported to their residence, that they have access to their

residence or access has been arranged. Neither the City nor its contractor are responsible to ensure passenger readiness or destination intake or access.

See amended Exhibit A attached to this Amendment.

See new Exhibit B, Insurance Requirements, attached to this Amendment.

Except as specifically amended herein, all other provisions of the MOU and Amendment No. 1, remain in full force and effect.

1. All actions taken prior to the approval date of Amendment No. 2 but in conformance with the terms of this Agreement are hereby ratified.
2. Except as specifically amended herein, all other provisions of the MOU and Amendment No. 1 remain in full force and effect.

CARE CENTER

CITY OF ELLENSBURG

Administrator

Heidi Behrends Cerniwey, City Manager

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Christopher Horner, City Attorney

ATTEST:

Beth Leader, City Clerk

Exhibit A

CABULANCE ONE-WAY VOUCHER
Phone 509-899-6364

DATE: _____

PART A: To be completed by Authorized Requester

PLEASE PRINT

Name of Medical Facility or Health Care Provider Requesting Trip: _____

Name of Authorized Requester: _____

Title of Authorized Requester: _____

Pickup Location: _____

Requested Drop off Location: _____

Time of Call: _____ **Military Time** Requested Pick Up Time: _____ **Military Time**

Passenger Name: _____ DOB: _____

Passenger Address: _____ **MOBILITY**

DEVICE: Please circle one below

Manual WC | Power WC (30" Wide Max) | Walker | Ambulatory and Needs Accessible Vehicle

Passenger is medically stable & ready to be transported via non-emergency Cabulance service. **YES** **NO**

If NO, please call when they are ready.

Passenger has access to their own residence, or their room at a skilled nursing or senior living facility? **YES** **NO**

If NO, it has been verified that someone will be at the residence/facility to receive the passenger. **YES** **Initial** _____

The passenger has access to enter the facility and their room at a skilled nursing facility or senior living facility.

YES **NO**

I certify that the above information is true, correct and meets all the requirements of the Cabulance program requirements as outlined in the "Scope of Work":

Signature of Authorized Requester: _____

PART B: To be completed by the Cabulance Driver

PLEASE PRINT

Cabulance Driver: _____

Drop off Location: _____ Ellensburg, WA 98926

Pick up Time: _____ **Military Time** Drop off Time: _____ **Military Time**

Vehicle Number: _____ **Starting Miles:** _____ **Ending Miles:** _____

Name of Responsible Party at Drop off Location: _____

Signature of Passenger or Responsible Party: _____

Revison 9 2025

Exhibit B

Insurance

A. General Requirements.

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

B. No Limitation

The Facility's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of the Facility to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance

The Facility shall obtain insurance of the types and coverage described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01.
2. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap liability, personal injury and advertising injury. The City shall be named as an additional insured under the Facility's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO endorsement form CG 20 26.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Facility's profession.

D. Minimum Amounts of Insurance

The Facility shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$2,000,000 each occurrence, \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$2,000,000 per claim and \$2,000,000 policy aggregate limit.

E. Other Insurance Provision

The Facility's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Facility's insurance and shall not contribute with it.

F. Acceptability of Insurers

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

G. Verification of Coverage

The Facility shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured and primary coverage endorsement, evidencing the insurance requirements of the Agreement before commencement of the work.

H. Notice of Cancellation

The Facility shall provide the City with written notice of any policy cancellation within two business days of their receipt of such notice.

I. Failure to Maintain Insurance

Failure on the part of the Facility to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Facility to correct the breach, immediately terminate the Agreement or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Facility from the City.

J. City Full Availability of Facility Limits

If the Facility maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Facility, irrespective of whether such limits maintained by the Facility are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Facility.

Amendment No. 2 to Memorandum of Understanding
Between
PACS, (dba Mountain View Post Acute)ⁱ, a Health Care Provider in the City of Ellensburg
AND
City of Ellensburg
for Cabulance Service

This AGREEMENT made and entered into this ____ day of _____ 2025, by and between the City of Ellensburg (“the City”), a municipal corporation, and PACS Mountain View Post Acute (“The Facility”), to extend the Facility’s authorization to initiate Cabulance service through the City’s contractor when a passenger needs non-emergency accessible transportation from the Facility to their residence or to another approved care facility within the city limits of Ellensburg, Washington pursuant to the terms and conditions of the Memorandum of Understanding (MOU) dated 09/01/2021, Amendment No. 1 dated 12/18/2023, and this agreement.

WHEREAS, City of Ellensburg residents continue to need and benefit from the Cabulance services provided by the City through their contractor; and

WHEREAS, funding for the Cabulance service has been included in the City’s 2025-2026 biennial budget and is included in the Multiyear Financial Plan of the City’s 2025-2030 Transit Development Plan and;

WHEREAS, Section 7 of the MOU dated 09/01/2021 provides that any changes, modifications, or amendments must be approved by written agreement executed by both parties.

NOW, THEREFORE, the parties agree as follows:

The term, as set forth in Section 3 of the MOU dated 09/01/2021, and as extended by Amendment No. 1 dated 12/18/2023, is hereby extended to include the period from July 1, 2025 to June 30, 2026.

Section 2.1 of the MOU dated 09/01/2021, and as extended by Amendment No. 1 dated 12/18/2023, is hereby modified as follows:

*[new paragraph]*2.1.1 – It is the sole responsibility of the Facility to ensure the passenger is medically stable and ready for non-emergency transportation, and to confirm that a) the authorized facility the passenger is being transported to is prepared for the passenger’s arrival, OR b) if the passenger is being transported to their residence, that they have access to their

residence or access has been arranged. Neither the City nor its contractor are responsible to ensure passenger readiness or destination intake or access.

See amended Exhibit A attached to this Amendment.

See new Exhibit B, Insurance Requirements, attached to this Amendment.

Except as specifically amended herein, all other provisions of the MOU and Amendment No. 1, remain in full force and effect.

1. All actions taken prior to the approval date of Amendment No. 2 but in conformance with the terms of this Agreement are hereby ratified.
2. Except as specifically amended herein, all other provisions of the MOU and Amendment No. 1 remain in full force and effect.

PACS dba Mountain View Post Acute

CITY OF ELLENSBURG

Administrator

Heidi Behrends Cerniwey, City Manager

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Christopher Horner, City Attorney

ATTEST:

Beth Leader, City Clerk

Exhibit A

CABULANCE ONE-WAY VOUCHER
Phone 509-899-6364

DATE: _____

PART A: To be completed by Authorized Requester

PLEASE PRINT

Name of Medical Facility or Health Care Provider Requesting Trip: _____

Name of Authorized Requester: _____

Title of Authorized Requester: _____

Pickup Location: _____

Requested Drop off Location _____

Time of Call: _____ Military Time Requested Pick Up Time: _____ Military Time

Passenger Name: _____ DOB _____

Passenger Address: _____ MOBILITY

DEVICE: Please circle one below

Manual WC | Power WC (30" Wide Max) | Walker | Ambulatory and Needs Accessible Vehicle

Passenger is medically stable & ready to be transported via non-emergency Cabulance service. YES [] NO []

If NO, please call when they are ready.

Passenger has access to their own residence, or their room at a skilled nursing or senior living facility? YES [] NO []

If NO, it has been verified that someone will be at the residence/facility to receive the passenger. YES [] Initial _____

The passenger has access to enter the facility and their room at a skilled nursing facility or senior living facility.

YES [] NO []

I certify that the above information is true, correct and meets all the requirements of the Cabulance program requirements as outlined in the "Scope of Work":

Signature of Authorized Requester: _____

PART B: To be completed by the Cabulance Driver

PLEASE PRINT

Cabulance Driver: _____

Drop off Location: _____ Ellensburg, WA 98926

Pick up Time: _____ Military Time Drop off Time: _____ Military Time

Vehicle Number: _____ Starting Miles: _____ Ending Miles: _____

Name of Responsible Party at Drop off Location: _____

Signature of Passenger or Responsible Party: _____

Revision 9 2025

Exhibit B

Insurance

A. General Requirements.

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

B. No Limitation

The Facility's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of the Facility to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance

The Facility shall obtain insurance of the types and coverage described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01.
2. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap liability, personal injury and advertising injury. The City shall be named as an additional insured under the Facility's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO endorsement form CG 20 26.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Facility's profession.

D. Minimum Amounts of Insurance

The Facility shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$2,000,000 each occurrence, \$2,000,000 general aggregate.
3. Professional Liability insurance shall be written with limits no less than \$2,000,000 per claim and \$2,000,000 policy aggregate limit.

E. Other Insurance Provision

The Facility's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Facility's insurance and shall not contribute with it.

F. Acceptability of Insurers

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

G. Verification of Coverage

The Facility shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured and primary coverage endorsement, evidencing the insurance requirements of the Agreement before commencement of the work.

H. Notice of Cancellation

The Facility shall provide the City with written notice of any policy cancellation within two business days of their receipt of such notice.

I. Failure to Maintain Insurance

Failure on the part of the Facility to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Facility to correct the breach, immediately terminate the Agreement or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Facility from the City.

J. City Full Availability of Facility Limits

If the Facility maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Facility, irrespective of whether such limits maintained by the Facility are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Facility.

¹ Care Center, Ellensburg (dba Prestige Post-Acute and Rehab) is now PACS (dba Mountain View Post Acute)



ELLENSBURG 2046

Hometown Heart — Bright Future

JOIN US FOR THE COMPREHENSIVE PLAN OPEN HOUSE!

The City of Ellensburg is updating its **Comprehensive Plan**, our community's roadmap for the next 20 years, and we need your **input!** Stop by the Hal Holmes Community Center on Wednesday, September 17th, anytime between 4–7 PM for an **open-house event.**



Comprehensive Plan Open House

Wednesday, September 17th | 4:00 –7:00 PM
Hal Holmes Community Center at 209 Ruby St,
Ellensburg, WA 98926

Join us to share ideas, meet the project team, learn about the update, and play games! Help shape the City's future — **come be a part of the conversation!**

For more information, visit the project website at bit.ly/Ellensburg2046 or contact Stacey Henderson, Planning Manager, at 509.925.8608 or hendersons@ellensburgwa.gov.

Transportation Goals

We would like to hear from you!

DRAFT



Goal 1 Safe Transportation

Create a safe and comfortable transportation network that accommodates all users and approved modes of travel.



Goal 2 Transportation Connections & Options

Build a connected transportation network that provides multiple travel options and reduces bottlenecks.



Goal 3 Sustainable Transportation

Develop a reliable and sustainable transportation network that minimizes the need for costly transportation improvements.



Goal 4 Transportation Maintenance

Prioritize maintaining the transportation system we have today before adding new facilities that require additional maintenance.



Goal 5 Transportation Equity & Accessibility

Build a transportation system that provides access to opportunities regardless of barriers such as income, mode of travel, or differing abilities.

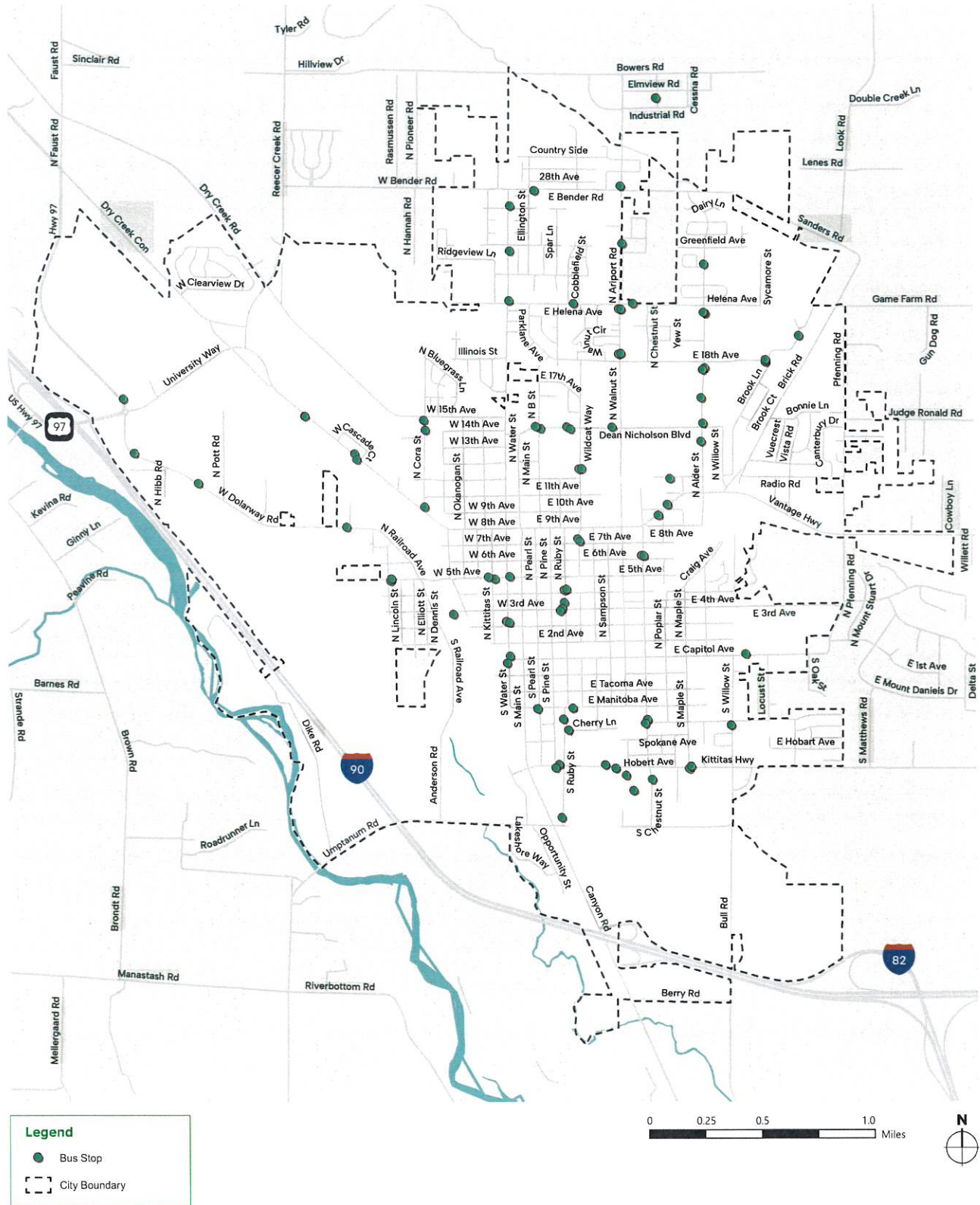


Goal 6 Transportation Collaboration

Coordinate with neighboring and overlapping agencies, private and public institutions, community groups, and others to build a transportation system that serves current and future needs.

Transportation

We would like to hear from you!



From 2016 Comp. Plan

Table 31. Twenty Year Project List - Tier 1

Project #	Project Location	Description	Project Score	Planning Level Cost
1	14th St & Wildcat Way	Signalize intersection	31.5	\$442,000
2	5th Ave & Ruby St	Intersection signal and improvements	31.5	\$430,000
3	Mountain View Ave & Ruby St	Signal modification, widening, and improvements	30	\$1,357,000
4	14th Ave & Alder St	Intersection signal and improvements	28.5	\$494,000
5	Canyon Rd & 190 EB Ramps	Intersection signal and improvements	27	\$400,000
6	5th Ave & Railroad Ave	Signalize intersection	27	\$472,000
7	University Way & Wildcat Way	Signal modification and widening	25.5	\$1,413,000
8	Downtown to CWU University Way Crossing	Pedestrian and bike improvement on Town to Gown Route	24	\$50,000
9	University Way	Crossing improvements	24	\$60,000
10	Dolarway Rd/SR 97 & University Way	Intersection improvements- Roundabout	24	\$2,050,000
11	Ruby St - Mountain View Ave to 5th Ave	Bike lane	22.5	\$9,000
12	Walnut St & 18th Ave	Intersection signal and improvements	22.5	\$636,000
13	Ruby St & 3rd Ave	Signalize intersection	22.5	\$450,000
14	Dean Nicholson Blvd - B Street/JWT to JWT at Alder St	Bike lane	21	\$2,900
15	Wildcat Way/18th Ave - 14th to McElroy Park	Bike lane	21	\$4,400
16	Cora Street to Fairgrounds	John Wayne Trail reconstruction	21	\$4,200,000
17	Helena St & Walnut St	Signal modification, widening, and improvements	21	\$1,234,000
18	Chestnut St - I-90 to CWU	Bike lane	19.5	\$7,600
19	Umptanum Rd - West UGA to East UGA	Bike lane	19.5	\$22,400
20	Helena Ave from Cora St to Alder St	Bike lane	19.5	\$16,000
21	Willow Street - Mountain View Ave to Capitol Ave	Road widening, curb and gutter improvements, and bike lanes	19.5	\$965,000
22	Helena Ave - Water St to Airport Rd	Sidewalk addition	19.5	\$1,052,000
23	West City Limits to 14th Ave	Upgrade John Wayne Trail surface	19.5	\$325,000
24	Alder St to East City Limits	Upgrade John Wayne Trail surface	19.5	\$43,000
25	Canyon Rd & Umptanum Rd	Signal modification, widening, and improvements	19.5	\$2,209,000
26	Wildcat Way & 18th Ave	Signalize intersection	19.5	\$500,000
27	Helena Ave - Water St to Walnut St	Fill in sidewalk gaps	18	\$2,020,000
28	South Wilson Creek Trail	Trails	18	\$310,000
29	3rd Ave & Main St	Signal modification	18	\$150,000
30	Airport Rd & Bender Rd	Intersection modification to an all way stop	18	\$25,000
31	Alder St - Fairgrounds to Airport	Bike lane	16.5	\$7,600

Partial

= Completed Projects

Project #	Project Location	Description	Project Score	Planning Level Cost
32	Capitol Ave/Pfenning Rd - Water St to Game Farm Rd	Bike lane	16.5	\$11,290
33	University Way - Nanum St to West City Limits	Sidewalk extension	16.5	\$770,000
34*	3rd Ave. - Water St. to Depot -	Paverstone sidewalks and historic lighting	16.5	\$674,000
35	South River Connector	Trails	16.5	\$160,000
36	15th Ave & Water St	Signal modification and improvements, extend road east to connect to Main St	16.5	\$732,000
37	South Railroad Ave - 1st Ave to 5th Ave	Sidewalk	16.5	\$670,000
38	University Way & Water St	Signal modification, widening, and improvements	16.5	\$1,970,000
39	University Way & Reecer Creek Rd	Signalize intersection	16.5	\$450,000
40	Water St & Bender Rd	Intersection signal and improvements	16.5	\$500,000
41	Cora Street - 15th Ave to John Wayne Trail	Curb and Sidewalk additions and improvements	15	\$390,000
42	IRRP to Thorp Highway Trail	Trails	15	\$265,000
43	University Way & Main St	Signal modification, widening, and improvements	15	\$2,335,000
Plan	Citywide Transit Master Plan	Plan how system can be expanded to address growth, including infrastructure, equipment and staffing, and long term funding	n/a	\$100,000
Total				\$30,384,190

* = Received grant Funding. Currently in design with construction scheduled for 2026