

CITY COUNCIL AGENDA

October 20, 2025



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To attend the city council meeting virtually register here:

https://us02web.zoom.us/webinar/register/WN_dGcoE_VhTruVZ07kH3sJMw

Accessibility

The City of Ellensburg strives to make our services, programs, and activities readily accessible.

- Closed Captioning is available to Zoom viewers. To enable closed captioning, you will need to click on the "CC" button at the bottom of your Zoom screen and then select either "Show Subtitle" or "View Full Transcript."
- Members of the public who do not speak English or who have limited proficiency may request an interpreter if they wish to participate in public meetings.
- The City will provide reasonable accommodation for members of the public with disabilities.

Please submit requests for language assistance or reasonable accommodation to the HR Director/ADA Coordinator by calling (509) 962-7222 or by email at ADAcordinator@ellensburgwa.gov. Five (5) business days' notice is appreciated.

COUNCIL MEETING GUIDELINES FOR PUBLIC PARTICIPATION
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All City Council meetings are broadcast on Charter/Spectrum Channel 191 and available to livestream on Ellensburg Community Television at www.ectv2.com or on YouTube at [ECTV Ellensburg](https://www.youtube.com/channel/UC8W33333333333333333333). You may also attend by phone, only, and listen to the meeting by following the registration instructions under “Procedure for Remote Participation During Meeting” below. Once you register, you will be sent a meeting invitation with a phone number for the meeting.

Public comment on Non-Agenda Issues (Item No. 7) is limited to a combined total of thirty (30) minutes unless Council votes to extend the time. Testimony or comments will be accepted in the following manner:

SUBMISSION OF WRITTEN COMMENTS

- **Written comments submitted in advance of meeting**

Submit written comments by mail to Beth Leader, City Clerk, Ellensburg City Hall, 501 N. Anderson St., Ellensburg, WA 98926, or via email to: cityclerk@ellensburgwa.gov. Comments received by 5 p.m. on the meeting date will be compiled, sent to the City Council and entered into the record.

- **Comments for public hearings**

Written comments must be received by the City Clerk by 5 p.m. on the meeting date. Comments can either be mailed to Beth Leader, City Clerk, Ellensburg City Hall, 501 N. Anderson St., Ellensburg, WA 98926, or sent via email to: cityclerk@ellensburgwa.gov. Comments received by 5 p.m. on the meeting date will be compiled, sent to the City Council and entered into the record.

PROCEDURE FOR REMOTE PARTICIPATION DURING MEETING

1. ***Advance registration is required to provide public comment or hearing testimony via remote meeting attendance. Once registered, you will receive an email with the meeting link and phone number (for those who wish to call into the meeting).***
 - a) Anyone wishing to provide public comment on ***Non-Agenda Issues*** (Item No. 7 on the Agenda) must: 1. Register via the Zoom link by no later than 24 hours prior to the meeting; and 2. Provide a description in the Zoom registration form of the topic upon which they wish to speak with sufficient detail to allow the Mayor to determine whether it pertains to City business or a matter over which Council has control.
 - b) Anyone wishing to speak on ***all other Agenda items*** where it specifically states “Public Comment Opportunity” must register prior to 7 p.m. the day of the meeting.
2. Join the meeting early, as you may need to download the app in advance to participate. Once you’ve joined the meeting, your camera and microphone will be muted until you are recognized by the Mayor to speak.
3. Please note that there may be several items on the City Council Agenda that will precede the agenda item you wish to address.
4. The Mayor will identify the agenda item and ask if anyone wishes to speak on the matter.
5. If you wish to speak on an agenda item, you must:
 - a) Wait to be called upon by the Mayor using your name, e-mail, or phone number used to log in to the teleconference.
 - b) Raise your “virtual hand” in the corner of Zoom application on the computer screen or press *9 on your phone. Raising your hand signals the moderator that you wish to speak.
6. Please state your name, whether you live in the City of Ellensburg, Kittitas County or elsewhere, and whether you are representing only yourself or others.

PROCEDURE FOR IN-PERSON PARTICIPATION (COUNCIL CHAMBERS)

- ◆ When recognized, approach the microphone provided on the right side of the room.
- ◆ Please state your name, whether you live in the City of Ellensburg, Kittitas County or elsewhere, and whether you are representing only yourself or others.
- ◆ Each speaker's comments are to be limited to 3 MINUTES.
- ◆ Submit any written comments to the City Clerk.
- ◆ Speakers are cautioned not to make comments of a personal, impertinent or derogatory nature.
- ◆ Speakers may not identify themselves as candidates for elective public office or make any statements which assist or discuss the campaign of a candidate for elective office or discuss or campaign for or against a ballot proposition (unless the ballot proposition is being considered as part of the City Council agenda item).

PUBLIC COMMENT RULES FOR ALL MEETING PARTICIPANTS

1. Each speaker's comments are to be limited to 3 MINUTES.
2. Speakers are cautioned not to engage in conduct that disrupts, disturbs or otherwise impedes the orderly conduct of the Council meeting.
3. Speakers may not identify themselves as candidates for elective public office or make any statements which assist or discuss the campaign of a candidate for elective office or discuss or campaign for or against a ballot proposition (unless the ballot proposition is being considered as part of the City Council agenda item).
4. Speakers providing comments on Item 7, Non-Agenda Issues, may only address the Council on matters which concern the City's business or over which the Council has control, and must announce the topic upon which they wish to speak before making their comments.

Please note: City Council Rules provide that no action will be taken by the Council at the meeting at which a subject is first introduced during the citizen comment period (Item 7 on the Agenda). Council may consider an item at a future meeting, thus you may wish to concisely state your concern and request placement of your matter on a future agenda. Staff will follow up with speakers as necessary.

CONSENT AGENDA

Members of the audience may request items be removed from the consent agenda by asking for recognition and making the request during Agenda Approval. Items will not be removed from the consent agenda unless your request is confirmed by a councilmember.

AGENDA ITEMS

If you wish to have an item placed on a Council agenda, a written request should be delivered to the City Manager's Office prior to noon on the Monday preceding the Council meeting. Assistance will be provided in preparing a request if you wish to contact the City Clerk at (509) 925-8614.

PUBLIC HEARINGS

City Council accepts testimony or comments in person or via remote testimony on a particular subject schedule for Public Hearing. Council will consider all testimony, respond to any questions, and take action after the public hearing is closed. Testimony or comments will be accepted in the following manner:

1. When recognized,
 - If attending in the Council Chambers, approach the microphone provided on the right side of the room.
 - If attending remotely, raise your "virtual hand" in the corner of Zoom application on the computer screen or press *9 on your phone.
2. Please state your name, address, and whether you are representing only yourself or others.
3. Please limit your comments to 5 MINUTES.
4. Submit written comments to the City Clerk.

**CITY OF ELLENSBURG
CITY COUNCIL AGENDA
Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Monday, October 20, 2025
7:00 PM - Regular Meeting**

Pledge of Allegiance

1. Call to Order and Roll Call

2. Proclamations (No Public Comment)

3. Awards and Recognitions

4. Approval of Agenda (No Public Comment)

5. Consent Agenda (No Public Comment)

Items listed below have been distributed to Councilmembers in advance for study and will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Agenda at the request of a Councilmember or at the request of a member of the public with concurrence of a Councilmember. Requests to remove items should be made under Item 4 Approval of Agenda.

5.A Approve Minutes of October 6, 2025 Regular Meeting 6

5.B Approve Minutes of October 6, 2025 Study Session 11

5.C Acknowledge Minutes of Boards and Commissions 12

5.D Project Acceptance for Professional Services for the Granite Asphalt Plant and System Loop Design, Specifications and Permitting 24

5.E Project Acceptance – 2024 Complete Streets Improvements; Bid Call 2024-18 26

5.F Award Bid Call 2025-10 Pad-Mounted Switch Cabinets 28

5.G Reject all Bids for Bid Call No. 2025-11 Primary Metering Cabinets 30

5.H Approve October 20, 2025 Voucher Listing 32

6. Petitions, Protests, and Communications

6.A OutiFi Power Outage Communication & Incident Messaging – Implementation Update and Quick Demo (Public Comment Opportunity) 33

7. Public Comment on Non-agenda Issues

8. Business Requiring Public Hearings

8.A	Resolution 2025-30 to Declare City Property as Surplus (Public Comment Opportunity)	35
9.	Introduction and Adoption of Ordinances and Resolutions	
9.A	Ordinance 4973 (2nd Reading) - Revisions to Multifamily Housing Tax Incentives (Public Comment Opportunity)	40
10.	Unfinished Business	
10.A	2025 Comprehensive Plan Amendment 25-02 update and next steps (Public Comment Opportunity)	47
11.	New Business	
12.	Miscellaneous	
12.A	Manager's Report (No Public Comment)	67
12.B	Councilmembers' Reports (No Public Comment)	
13.	Executive Session	
13.A	CLOSED SESSION - RCW 42.30.140(4)(B) The OPMA does not apply to that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.	
13.B	RCW 42.30.110 (1)(B) to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.	
14.	Adjournment	



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of City Council, Regular Meeting

October 6, 2025

7:00 PM

Council Chambers

501 North Anderson Street

Ellensburg, WA 98926

And remotely via Zoom

Pledge of Allegiance

The Pledge of Allegiance was led by Councilmember Palmer

1. Call to Order and Roll Call

Roll Call Present: Sarah Beauchamp (attending remotely), Rich Elliott, Nancy Goodloe, Nancy Lillquist, David Miller, Delano Palmer, Joshua Thompson

Others present in person: City Manager Behrends Cerniwey, City Attorney Horner, City Clerk Leader, EPD Chief Wade, EPD Captain Weed, Crime & Intelligence Analyst Carr, Transit Manager Dunbar, Housing Program Manager Frey, Community Development Director Carlson, HR Director Young and approximately ten members of the public

Others present remotely via Zoom: Four members of the public

2. Proclamations

Mayor Elliott acknowledged two proclamations

2.A Public Natural Gas and Power Week

2.B National Disability Employment Awareness Month

3. Awards and Recognitions

4. Approval of Agenda

Councilmember Palmer moved to approve the Agenda as presented. **Motion Approved 6-0**

5. Consent Agenda

5.A Approve Minutes of September 15, 2025 Regular Meeting

5.B Acknowledge Minutes of Boards and Commissions

5.C Project Acceptance - Bid Call 2022-09 - Gateway I

5.D Approve the Revised Interlocal Agreement between Franklin Conservation District and the City of Ellensburg

5.E Lodging Tax Advisory Committee Resignation - Gemma Fortier

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- 5.F Amendment No. 2 to Interlocal Agreement between Kittitas Valley Fire and Rescue (KVFR) and the City of Ellensburg
 - 5.G Amendment No. 2 to the Interlocal Agreement between Kittitas Valley Healthcare (KVH) and the City of Ellensburg
 - 5.H Amendment No. 2 to Agreement between Mountain View Post Acute (MVPA) and the City of Ellensburg
 - 5.I Amendment No. 2 to Agreement between Prestige Senior Living at Hearthstone (Hearthstone) and the City of Ellensburg
 - 5.J Cingular Wireless Communications Site Lease
 - 5.K Bid Award – Bid Call 2025-12, University Way Bridge Repair over BNSF Railroad
 - 5.L Approve October 6, 2025 Voucher Listing

Councilmember Goodloe moved to approve the Consent Agenda as presented. **Motion Approved 6-0**

6. Petitions, Protests, and Communications

- 6.A Affordable Housing Commission Appointment - Sarah Syverson (Public Comment Opportunity)
Lily Frey, Housing Program Manager, introduced Sarah Syverson, who spoke regarding her interest in serving on the commission.

Councilmember Lillquist moved to appoint Sarah Syverson to the Affordable Housing Commission. **Motion Approved 6-0**

- 6.B Transportation Advisory Committee (ESD) Appointment - Carol Chrisman (Public Comment Opportunity)
Heidi Behrends Cerniwey, City Manager, and Betsy Dunbar, Transit Manager, presented information concerning the Ellensburg School District appointee, Carol Chrisman.
- 6.C Transportation Advisory Committee (CWU) Appointment - Alex Matheson (Public Comment Opportunity)
Betsy Dunbar, Transit Manager, presented information concerning the CWU appointee, Alex Matheson.

Councilmember Palmer moved to confirm appointments of Carol Chrisman (ESD) and Alex Matheson (CWU) to the Transportation Advisory Committee. **Motion Approved 6-0**

- 6.D EPD CHASE Program Overview (Public Comment Opportunity)
Ken Wade, EPD Chief, introduced the topic and Dr. Elliann Carr, Crime and Intelligence Analyst, presented information to Council and introduced two

members of the program, Jasmine and Joshua. Council asked questions of staff.

Councilmember Beauchamp joined the meeting remotely at 7:10 pm

7. Public Comment on Non-agenda Issues

Public comment was heard by the following citizen:

Pat Kelleher, City resident

8. Business Requiring Public Hearings

9. Introduction and Adoption of Ordinances and Resolutions

- 9.A Ordinance 4972 (2nd reading) — Amending City Code Chapter 6.54 relating to business licensing (Public Comment Opportunity)
Beth Leader, City Clerk, presented information in the staff report. Council asked questions of staff.

Councilmember Miller moved to conduct second reading and adoption of Ordinance 4972. **Motion Approved 7-0**

- 9.B Ordinance 4973 (1st Reading) - Revisions to Multifamily Housing Tax Incentives (Public Comment Opportunity)
Lily Frey, Housing Program Manager, presented information in the staff report. Council asked questions of staff.

Councilmember Goodloe moved to conduct first reading of Ordinance 4973. **Motion Approved 7-0**

- 9.C Resolution 2025-25 Adult Activity Center Donation (Public Comment Opportunity)
Brad Case, Parks & Recreation Director, presented information in the staff report.

Councilmember Palmer moved to adopt Resolution 2025-25 accepting the donation from James Altice to the Adult Activity Center. **Motion Approved 7-0**

- 9.D Resolution 2025-26 to Support the City of Ellensburg's Proposition 1-Sales and Use Tax for Public Transportation (Transit) Systems (Public Comment Opportunity)
Heidi Behrends Cerniwey, City Manager, presented information in the staff report.

Public comment was heard on the topic from the following citizen:
Jim Hurson, City resident (present remotely)

Councilmember Palmer moved to adopt Resolution 2025-26 for Council's support of Proposition 1 – sales & use tax for public transportation (transit) system. **Motion Approved 7-0**

9.E Resolution 2025-27 Authorization to Acquire Property (Public Comment Opportunity)

Heidi Behrends Cerniwey, City Manager, presented information in the staff report and answered questions from Council.

Councilmember Palmer moved to adopt Resolution 2025-27 authorizing the city to acquire property for a potential substation. **Motion Approved 7-0**

9.F Resolution 2025-28 Amending the 2025 Pay Plan for Non-Represented Employees (Public Comment Opportunity)

Lisa Young, HR Director, presented information in the staff report.

Councilmember Lillquist moved to adopt Resolution 2025-28 amending the 2025 Pay Plan for non-represented employees and approving the necessary budget adjustments. **Motion Approved 7-0**

9.G Resolution 2025-29 to Accept a Bequest from the Estate of Pamela Dee Grueter-Schmidt to the City of Ellensburg Animal Shelter (Public Comment Opportunity)

Chris Horner, City Attorney, presented information in the staff report. Council asked questions of staff.

Councilmember Palmer moved to adopt Resolution 2025-29 accepting the bequest from Ms. Grueter-Schmidt to the Ellensburg Animal Shelter. **Motion Approved 7-0**

10. Unfinished Business

11. New Business

11.A Regional Tactical Response Team Interlocal with Kittitas County (Public Comment Opportunity)

Jim Weed, Ellensburg Police Department Operations Captain, presented information in the staff report.

Councilmember Palmer moved to accept the Interlocal Agreement as proposed. **Motion Approved 7-0**

12. Miscellaneous

12.A Manager's Report (No Public Comment)

Heidi Behrends Cerniwey, City Manager, presented information in the report.

12.B Councilmembers' Reports (No Public Comment)

- Councilmember Goodloe attended Bite of the Burg, LEOFF Disability Board, and Homelessness & Affordable Housing Committee meetings and the October 4 Braver Angels workshop

- Councilmember Lillquist attended the LEOFF Disability Board, Yakima Basin Fish & Wildlife Recovery Board and UAC meetings, CEIP/CEDA reporting meeting, Comp Plan open house, Ellensburg Academy presentation, Bite of the Burg and Gallery One benefit auction and will attend Coffee with Council on Saturday
- Councilmember Miller attended the Transportation Advisory Committee and Community Grant subcommittee meetings, Comp Plan open house, Arts Commission meeting, Addison Place ribbon cutting ceremony
- Councilmember Palmer asked about the cold weather shelter status, attended Buskers in the Burg, Coffee with Council, Chamber of Commerce Youth Summit, and Affordable Housing Committee meeting
- Councilmember Thompson attended the October 4 Braver Angels workshop
- Mayor Elliott presented for AWC, will attend the October 20th meeting remotely and requested an excused absence for the November 3, 2025 meeting. He requested council representation at the upcoming Employment Diversity meeting. He also attended a KCCOG meeting and Comp Plan open house

Councilmember Miller moved to approve and excused absence for Mayor Elliott at the November 3, 2025 meeting. **Motion Approved 6-1** (*Elliott abstained*)

Councilmember Lillquist requested an excused absence for the November 17, 2025 regular meeting.

Mayor Elliott moved to approve an excused absence for Councilmember Lillquist for the November 17, 2025 meeting. **Motion Approved 6-1** (*Lillquist abstained*)

13. Executive Session

14. Adjournment

Meeting adjourned at 8:12 pm

Mayor

ATTEST:

City Clerk



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of City Council, Study Session

October 6, 2025

6:00 PM

Council Chambers

501 North Anderson Street

Ellensburg, WA 98926

And remotely via Zoom

Study Session (No Public Comment)

Councilmembers Present: Rich Elliott, Nancy Goodloe, Nancy Lillquist, David Miller, Delano Palmer, Joshua Thompson

Councilmember absent: Sarah Beauchamp

Others present in person: City Manager Behrends Cerniwey, City Attorney Horner, City Clerk Leader, Housing Program Manager Frey, Community Development Director Carlson, Water Resources Manager Springer, EPD Sergeant Bender, EPD Code Enforcement Officer Johnson, EPD Chief Wade, Crime & Intelligence Analyst Carr, HR Director Young and approximately five members of the public

Others present remotely via Zoom: No members of the public

A Code Enforcement Overview

Heidi Behrends Cerniwey, City Manager, introduced the topic.

Chris Horner, City Attorney, presented information regarding code enforcement definitions and penalties.

Rebecca Springer, Water Resources Manager, presented information concerning a stormwater code issue.

Dan Carlson, Community Development Director, presented information concerning a building code issue.

Josh Bender, EPD Sergeant, and Addison Johnson, EPD Code Enforcement Officer, presented information concerning a property code issue.

Council asked questions of staff.

14. Adjournment

Meeting adjourned at 6:47 pm

Mayor

ATTEST:

City Clerk



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of LEOFF 1 Disability Board, Regular Meeting

May 28, 2025

8:00 AM

Ellensburg City Hall - Council Conference Room

501 N Anderson St.

Ellensburg, WA 98926

1. Call to Order

The meeting was called to order at 8:15 am

Board members present: Nancy Goodloe, Nancy Lillquist, Larry Loveless and Mike Davis

Board members absent: None

Others present: Beth Leader, Board Clerk

2. Approval of Agenda

Nancy Lillquist moved to approve the Agenda as amended, adding four additional claims from one retiree. **Motion Approved 4-0**

3. Approval of Minutes

3.A Approve Minutes of March 26, 2025 Regular Meeting

Nancy Lillquist moved to approve the minutes as presented. **Motion Approved 4-0**

4. Unfinished Business

4.A Review and Discuss 2025 WSLEA Comparison of Benefits

Members discussed the benefit comparison document and issues retirees have had with the Humana Plan. Members asked to review current bylaws, current Humana Policy, and potential policy comparison between Humana & previous insurance, First Choice. It was also requested to check with other jurisdictions' boards to see how the chemical dependency benefit is managed.

5. New Business

5.A 13 claims from 5 retirees

Four additional claims from one retiree were received for board review, for a total of 17 claims.

Mike Davis moved to approve the 17 claims as submitted. **Motion Approved 4-0**

6. Miscellaneous

Beth reviewed information from the WSLEA conference she attended in early May.

7. Adjournment

Meeting adjourned at 8:55 am



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of LEOFF 1 Disability Board, Regular Meeting

July 23, 2025

8:00 AM

Ellensburg City Hall - Council Conference Room

**501 N Anderson St.
Ellensburg, WA 98926**

1. Call to Order

The meeting was called to order at 8:07 am

Board members present: Mike Davis, Nancy Goodloe, Nancy Lillquist, and Larry Loveless

Board members absent: None

Others present: Beth Leader, Board Clerk

2. Approval of Agenda

Nancy Lillquist moved to approve the Agenda as amended, adding six additional claims.

Motion Approved 4-0

3. Approval of Minutes

3.A Approve Minutes of May 28, 2025 Regular Meeting

Nancy Lillquist moved to approve the minutes as presented. **Motion Approved 4-0**

4. Unfinished Business

4.A Review and Discuss 2025 WSLEA Comparison of Benefits

Nancy Lillquist reviewed changes she noted when doing a comparison of Humana benefits to the 2025 Comparison of Benefits. There was discussion regarding whether to include items in bylaws not covered by insurance. Additional information was requested concerning Humana coverage.

5. New Business

5.A 12 claims from 6 retirees

Six additional claims were received for board review, for a total of 18 claims.

Nancy Lillquist moved to approve the 18 claims as submitted. **Motion Approved 4-0**

6. Miscellaneous

7. Adjournment

Meeting adjourned at 8:55 am



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of LEOFF 1 Disability Board, Regular Meeting

August 27, 2025

8:00 AM

Ellensburg City Hall - Council Conference Room

501 N Anderson St.

Ellensburg, WA 98926

1. Call to Order

The meeting was called to order at 8:02 am

Board members present: Mike Davis, Nancy Goodloe, Nancy Lillquist, and Larry Loveless

Board members absent: None

Others present: Beth Leader, Board Clerk, Lisa Young, HR Director

2. Approval of Agenda

Nancy Lillquist moved to approve the Agenda as amended, adding eight additional claims.

Motion Approved 4-0

3. Approval of Minutes

3.A Approve Minutes of July 23, 2025 Regular Meeting

Nancy Goodloe moved to approve the minutes as presented. **Motion**

Approved 4-0

4. Unfinished Business

4.A Continued Discussion regarding Comparison of Benefits

HR Director Young explained the Humana policy and answered questions. The City could potentially find a new policy through AWC.

There was also discussion regarding the Long Term Care claim received and the City reimbursement process.

5. New Business

5.A Two claims from two Retirees

Eight additional claims were received for board review, for a total of ten claims.

Nancy Lillquist moved to approve the ten claims as submitted. **Motion**

Approved 4-0

6. Miscellaneous

7. Adjournment

Meeting adjourned at 8:17 am

**Parks & Recreation Advisory Commission
Meeting Minutes – April 9, 2025**

DATE OF MEETING: April 9, 2025
MEMBERS PRESENT: Nikki Pollock, Charley Smith, Devin Shea, Laura Wilson, Casey Fiske (Remote)
OTHERS PRESENT: Council Liaison Beauchamp, Council Liaison Thompson, Parks & Recreation Director Case, approximately 4 members of the public
LOCATION: Meeting was held in the Council Conference Room and Virtually

CALL TO ORDER – Meeting called to order at 5:30pm

MEETING MINUTES – Minutes from the March 12, 2025 meeting were approved as submitted.

CITIZEN COMMENT ON NON-AGENDA ITEMS

Community members spoke about the condition of the Kittitas Valley Memorial Pool and Fitness Center building and the importance of investing in the facility and concerns about the proposed fee increases at the pool.

NEW BUSINESS

Boards & Commissions Training – Assistant City Attorney Aaron Reiman provided the Commission with a training on the Robert's Rules of Order for Boards & Commissions. This training is a required training that all city boards and commissions received.

OLD BUSINESS – Unity Park Rules – At the March 12, 2025, Commission meeting the staff proposed new draft rules for Unity Park that were going to be reviewed by Commission at their April meeting. After further consideration, staff decided to incorporate the current city park rules and regulations and delay creating specific rules for Unity Park. The reasons for this decision were based on the fact that the draft Unity Park rules were almost identical to the general park rules, and it allows time for the park to be used by the public and to determine if a specific set of rules is necessary for Unity Park.

STAFF REPORTS 1. Nine consulting firms responded to our 'Request for Qualifications' to update our City Comprehensive Parks, Recreation, Open Space and Sustainable Funding Plan. The finalist will be invited to an interview scheduled for Thursday, April 17, 2025. 2. The City is working with the Unity Park contractor to finish the projects punch list items. 3. The City's Tree City USA/Arbor Day celebration is scheduled for Saturday April 12th at Irene Rinehart Riverfront Park, over 100 trees will be planted with student volunteers from Central Washington University. Also on April 12th, the Ellensburg Downtown Association will be hosting their annual downtown cleanup event. 4. City staff are continuing to review options for the fieldhouse project, including a public private partnership option. 5. Spring sports are in underway, we have 17 teams participating in our adult volleyball league, 85 kids signed up for the running club, and over 180 kids playing youth volleyball. 6. The Anderson Road sewer extension project has impacted traffic in the West Ellensburg neighborhood and parking at Rotary Park. Public Works staff has done a great job of coordinating the work so the closures haven't occurred over the weekends which would create a significant problem when weekend tournaments are scheduled at the park.

Meeting adjourned 6:30pm

**Parks & Recreation Advisory Commission
Meeting Minutes – June 11, 2025**

DATE OF MEETING:	June 11, 2025
MEMBERS PRESENT:	Nikki Pollock, Frana Milan, Ron Parga, Casey Fiske (Remote)
OTHERS PRESENT:	Council Liaison Thompson Remote, Parks & Recreation Director Case, approximately 2 members of the public
LOCATION:	Meeting was held in the Council Conference Room and Virtually

CALL TO ORDER – Meeting called to order at 5:30pm

INTRODUCTION OF NEW COMMISSION MEMBER – Ron Parga was introduced as a new Commission member.

MEETING MINUTES – Minutes from the April 9, 2025 meeting were approved with one change to Commissioner's Fiske last name.

CITIZEN COMMENT ON NON-AGENDA ITEMS

A community member spoke about their concerns with a grant application the city submitted to the Recreation and Conservation Office to build 8 tennis courts at Mt. View Park.

NEW BUSINESS

Park Recreation and Open Space (PROS) Plan Overview and Discussion – Staff reviewed the scope of work provided MIG, the city's consultant hired to update the PROS plan. Commission members spoke about a variety of ways they could/would like to be included in the public outreach process which included deploying out into parks to gather survey information via a city issued iPad if allowed. The Commission spoke about the importance of having the information translated in Spanish, including CWU students and how we can gather feedback from those attending events in late summer/fall.

Commission Member Adopted Parks – Adopted parks were distributed out to Commission members as follows:

- Commissioner Smith – Reed, Veterans Memorial
- Commissioner Milan – North Alder, Palouse to Cascade Reconnect, Kiwanis
- Commissioner Fiske – Mt. View
- Commissioner Parga – Irene Rinehart, Rotary
- Commissioner Pollock – Unity, Kleinberg, Wippel, McElroy
- Commissioner Shea – West Ellensburg

Commission members are encouraged to visit their adopted parks and provide any feedback or updates on park use, maintenance issue to the commission or staff.

Meeting adjourned at 6:55pm due Commissioner Fiske leaving the meeting resulting in the lack of quorum.

**Parks & Recreation Advisory Commission
Meeting Minutes – July 9, 2025**

DATE OF MEETING: July 9, 2025
MEMBERS PRESENT: Nikki Pollock, Frana Milan, Ron Parga, Charlie Smith, Devin Shea
OTHERS PRESENT: Council Liaison Thompson Remote, Parks & Recreation Director Case, Cindy Mendoza, MIG, approximately 10 members of the public
LOCATION: Meeting was held in the Council Chambers and Virtually

CALL TO ORDER – Meeting called to order at 5:30pm

MEETING MINUTES – Minutes from the June 11, 2025 meeting were approved.

CITIZEN COMMENT ON NON-AGENDA ITEMS

Community members spoke about the following items; RCO funding, equity for swim lessons, splash pad project, condition of facilities and parks, and a recommendation to work with CWU to keep their pool open.

NEW BUSINESS

Park Recreation and Open Space (PROS) Plan Presentation #1

Cindy Mendoza, from MIG Consulting, presented overview of the Parks, Recreation, Open Space and Sustainable Funding Plan. The presentation included:

- Purpose for the plan which is to identify community priorities for the next 10 years; needs for parks, outdoor and indoor facilities and programs; creating a prioritized capital improvement plan and identifying a sustainable funding strategy to balance desired improvements, development and ongoing operations.
- Process which is broken out into the following four phases: inventory and systems assessment (summer 2025); needs and opportunities analysis (summer/fall 2025); goals, objectives, and action planning (fall 2025 & winter 2025); plan adoption and implementation (winter 2025 & spring 2026)
- Community engagement which will include a community needs questionnaire, pop-up events, prioritization workshop, draft plan review.
- Parks & Recreation Commission oversight which includes check-ins at key milestones, share insights of the park system, promote outreach opportunities, ensure plan addresses key priorities

Commission members were asked the flowing questions; What are the most pressing needs for improvement? What opportunities and challenges should this plan address? Are there key stakeholders and community we should engage with or specific strategies we should use to involve the community?

Approximately 6 members of the public provided their feedback on the park plan.

COMMISSION MEMBER REPORTS

Commissioner members talked about off leash parks and fishing at Irene Rinehart Riverfront Park.

STAFF REPORTS

Staff reported the following: 1. Unity Park concrete removal and replacement is planned for later this month. 2. Fieldhouse project – continuing to look at a public/private partnership to construct the fieldhouse. 3. Recreation programs coming up; summer movies and concerts at Unity Park and The Wall That Heals, coming to Rotary Park the first week in September.

Meeting was adjourned at 7:15pm.

**Parks & Recreation Advisory Commission
Meeting Minutes – August 13, 2025**

DATE OF MEETING: August 13, 2025
MEMBERS PRESENT: Nikki Pollock, Frana Milan, Ron Parga, Charlie Smith, Devin Shea (remote), Casey Fiske
OTHERS PRESENT: Council Liaison Beauchamp, Parks & Recreation Director Case, 3 members from the public
LOCATION: Meeting was held in the Council Chambers and Virtually

CALL TO ORDER – Meeting called to order at 5:35pm

MEETING MINUTES – Minutes from the July 9, 2025 meeting were approved.

CITIZEN COMMENT ON NON-AGENDA ITEMS

Community members spoke about the 2016 comp plan and the need for a long-term plan at the Kittitas Valley Memorial Pool & Fitness Center.

NEW BUSINESS

2026 Project Priority Discussion – In November 2025, city staff will be bringing forward to City Council amendments to the 2026 budget. Included in those recommendations will be a request to reallocate \$302,800.00 budgeted in the 2025 'Park Acquisition and Development Fund' for new playground equipment or a splash pad. The \$302,800.00 reflects the city's match for a Recreation and Conversation Office grant the city applied for to build 8 tennis courts at Mt. View Park. The tennis court project fell outside the funding level, there was \$42,026,964 in project requests with only \$10,414,382 approved in the Capital Budget. Staff requested a recommendation from the Commission on which project, the splash pad or playground(s) should be funded. Staff also shared with the Commission that these funds weren't eligible for the sloped roof repair at the Kittitas Valley Memorial Pool & Fitness Center however the city had identified another funding source for that project.

Staff provided the Commission with examples of playground equipment that would cost close to \$300,000.00 to purchase and install as well as a \$300,000.00 splash pad.

A motion was made and seconded to use money for a splash pad North Alder Street Park. All in favor.

Community Outreach Events for Park Plan Update – Staff reviewed the pop-up boards created by MIG that will be used for public outreach events and shared the schedule of events and available volunteer opportunities.

Park Partnership Program Review – Staff provided the Commission with an overview of the park partnership program and evaluation process. With three new members on the Commission, staff thought it was important to provide a history of the program and how projects

are selected. The application process is currently open through the end of August, staff will be taking the applications to the commission at their September 10th meeting for their recommendations.

COMMISSION MEMBER REPORTS

Commissioner members talked about off leash parks and fishing at Irene Rinehart Riverfront Park.

STAFF REPORTS

Staff reported the following: 1. City staff is putting together contracts to start the repair work on the KVMP flat roof and HVAC. 2. "Harmonize" the new sculpture at Unity Park was unveiled on August 1st. 3. The Wall That Heals, a traveling $\frac{3}{4}$ scale replica of the Vietnam Memorial, will be at Rotary Park September 4-7, 2025. 4. City is looking at new garbage cans for the central business district, funding would come from Lodging Tax.

Meeting was adjourned at 7pm.

**Parks & Recreation Advisory Commission
Meeting Minutes – September 10, 2025**

DATE OF MEETING: September 10, 2025
MEMBERS PRESENT: Nikki Pollock, Frana Milan (remote), Ron Parga, Charlie Smith, Devin Shea, Casey Fiske (remote)
OTHERS PRESENT: Council Liaison Thompson (remote), Council Liaison Beauchamp (arrived late), Parks & Recreation Director Case, approximately 9 members from the public
LOCATION: Meeting was held in the Council Chambers and Virtually

CALL TO ORDER – Meeting called to order at 5:35pm

MEETING MINUTES – Minutes from the August 13, 2025 meeting were approved.

NEW BUSINESS – Park Partnership Presentations and Funding Recommendation

Five applications were submitted for funding through the Park Partnership Program. The total amount of money available in this year's program is \$22,25.94, the five applications requested a total of \$42,320.00. The following projects were submitted:

EPiC Pickleball Court Improvements – Project Description – refresh equipment in parks, add functional and beautification features, maintain courts: 1) Crack repair and resurfacing at West Ellensburg, 2) Install paver patio courtside at West Ellensburg, 3) Install benches at West Ellensburg; 4) Install new nets at West Ellensburg; 5) Install storage poles; 6) Insulate storage container at West Ellensburg. EPiC requested \$9,300.00.

Kittitas Environmental Education Network – EcoExplorers Club – Project Description – Funds from the program will be used to provide support for the KEEN EcoExplorers Club, a new afterschool program designed to provide middle school students with safe, structured, and enriching experience in the outdoors. The club meets every Wednesday, from 1pm-5pm in city park facilities and Helen McCabe Park. Funds will be used to help with staffing and supplies and to cover costs using KEEN's bus for transport to and from city parks. KEEN requested \$4,250.00.

Ellensburg Area Swim Team (EAST) Storage Request – EAST is requesting support to add secure storage shed on the deck of Kittitas Valley Memorial Pool & Fitness Center, purchase 3 pacing clocks, and refurbish the viewing area display case. EAST requested \$4,420.00.

Kittitas County Railroad History Association (KCRHA) Rotary Park Miniature Railroad – The request would result in the construction 2,800 linear feet of an out and back loop track. This works represents phase I of a much larger project. The KCRHA requested \$10,000.00.

Kiwanis Park Basketball Court Project – The Kiwanis Club requested funding to remove the old basketball court at Kiwanis Park and replace it with a full-court, asphalt court with 9' hoops. The layout and condition of the current court results in an underutilized court. The proposed court would cater to players of all ages and provide a unique basketball experience for our community. The request was for \$14,350.00.

The Commission heard a presentation from each of the applicants, scored the projects and deliberated over funding allocation. At motion and second was made to fund the EAST and KCHRA at their full ask, fund EPiC with the remaining balance. The KEEN and Kiwanis Club projects did not receive funding.

Motion passed all in favor. Commissioner Praga recused himself from this item due to his involvement as a Board Member for one of the organizations that submitted an application.

6 Year Capital Improvement Schedule Update

Each year the City updates its 6-year capital improvement schedule for parks and recreation. As a part of that process, the Commission provides their recommendations on what projects should be prioritized, added, or dropped from the improvement schedule. The following recommendations were made by the Commission for the 2026-2032 plan:

- Move the Mt. View Park Tennis Court Development project to #7 on the list indicating that the project is a higher priority.
- Add a general "Kiwanis Park Improvements" line, staff will determine a value of those improvements based on information provided in the 2016-2022 Park, Recreation and Open Space Plan.
- Adding a \$500,000.00 line item for improvements at the Kittitas Valley Memorial Pool & Fitness Center.

COMMISSION MEMBER REPORTS

STAFF REPORTS

Staff reported the following: 1. The Wall That Heals, hosted at Rotary Park, was a great event. Special thanks to the event co-chairs, Russell Colmore and Henry Johnston. 2. The annual pool shutdown is complete. The pool is closed for two weeks each year to perform maintenance, as a part of this year's maintenance, city staff replaced roof shingles on a portion of the sloped roof that has been leaking. 3. Katelyn Perez, Adult Activity Center Coordinator, will be on leave for the next few months. Aaron Riojas was hired to serve as temporary coordinator during her absence. 4. Seasonal employees in the Parks Maintenance Division are reaching the end of their season with us, as a result, staffing levels in parks will be significantly reduced.

Meeting was adjourned at 8pm.



Meeting Date: October 20, 2025

**City of Ellensburg
City Council Agenda Report**

Agenda Subject: Project Acceptance for Professional Services for the Granite Asphalt Plant and System Loop Design, Specifications and Permitting

Submitted by: Darin Yusi, Gas Engineer

Department: Energy Services

Suggested Motion/Action:

Accept the project design, specification, and permitting as complete.

Background/Summary:

In October of 2021, Granite Construction began conversations with the City Gas Division to convert their local asphalt plant from propane to natural gas. Granite's desire to convert from using propane to natural gas serves two primary purposes. It will reduce their operating costs and energy consumption and it will reduce the plant's carbon emissions.

To fully serve Granite's asphalt plant, it was determined that the City's system would need to be looped to maintain the integrity and redundancy of service to the west portion of the system. The asphalt plant is located off SR97 and the end of a one-way feed at the furthest end of the gas system. This loop is part of the system's long-term plan and is an identified enhancement for system integrity in the 6-Year Gas System Study. The need for the loop was confirmed by EN Engineering through a brief consultant analysis.

Staff began the permitting and design for work in late 2022 but was unable to complete the work to allow Granite to convert their plant for the 2023 season. Staff utilized the MRSC Consultant roster to select Kimley-Horn through the statement of qualifications (SOQ) process to perform the design, bid specifications, and some permitting. In May of 2023 City Council approved an agreement for professional services with Kimley-Horn.

Since that time, staff has been consistently working with Kimley-Horn to execute a project design, specifications, and permitting with WSDOT and BNSF. Permits were acquired in mid-2025 and final design revisions were completed shortly after.

Previous Council Action:

At the May 1st, 2023 City Council Meeting, Council approved the agreement for professional services with Kimley-Horn for a full project design and specifications, as well as WSDOT and BNSF permitting.

Analysis:

A complete design with specifications has been completed and is current to this year.

Permits with WSDOT and BNSF have been executed making the project ready for bid and construction.

Financial Impact:

This work was budgeted for 2023 through designated capital improvement funds through the 6-Year Capital Improvement Plan. Adequate funds have been available for the contract amount of \$168,425.00 since the execution of the original agreement in 2023. The final project cost was \$167,931.17, which was within the contract amount and the budget.

Budget Adjustment: No

Attachments:

None



Meeting Date: October 20, 2025
City of Ellensburg
City Council Agenda Report

Agenda Subject: Project Acceptance – 2024 Complete Streets Improvements;
Bid Call 2024-18

Submitted by: Austin Nickerson, Civil Engineer

Department: Public Works

Suggested Motion/Action:

Move to accept Bid Call 2024-18 as complete.

Background/Summary:

Bids were opened on Thursday, July 25, 2024, for the 2024 Complete Streets Improvements project; Bid Call 2024-18. Lowell's Cornerstone Construction LLC was the low bidder in the amount of \$440,146.50.

This project had three separate schedules "A" through "C".

Bid schedule "A" was for new sidewalks on 15th Ave to connect existing sidewalks from Water St to Cora St and bring existing curb ramps up to current ADA requirements.

Bid schedule "B" was for a new sidewalk to be installed on the west side of Anderson St to connect Tacoma Ave to Manitoba Ave.

Bid schedule "C" was for ADA improvements on existing curb ramps for intersections along Washington Ave, Tacoma Ave, and Manitoba Ave.

The City of Ellensburg was successful in securing funding for the project through a 2024 Complete Streets Program (CSP) grant award from the Washington State Transportation Improvement Board (TIB).

Previous Council Action:

- *April 15, 2024:* The City Council authorized the execution of the TIB Grant Agreement and Project Funding Status Form and authorized the Finance Director to execute the necessary budget amendments.
- *August 5, 2024:* Council approved the award of the Contract to the lowest responsive bidder, Lowell's Cornerstone Construction LLC.

Analysis:

The original contract amount bid for the project was \$440,146.50 with the final contract

amount being \$483,615.48. Additional work was added to the Contract with change orders for gas and storm improvements.

Financial Impact:

Schedules A, B, and C for the sidewalk and ADA improvement costs totaled \$452,392.22 and were covered by TIB grant funds of \$490,333. These funds also covered staff time for engineering and construction inspection. Change Order 1 and 2 were funded by the respective utility funds.

	Original	Final
Schedule A – 15 th Ave Improvements	\$ 222,046.00	\$ 234,335.94
Schedule B – Anderson St. and Tacoma Ave. Improvements	\$ 61,013.50	\$ 58,396.33
Schedule C – Washington Ave. and Tacoma Ave. Improvements	\$ 157,087.00	\$ 159,666.95
Change Order 1 – Gas Improvements near Okanogan St	--	\$ 6,501.05
Change Order 2 – Storm Basin Improvements	--	\$ 24,715.20
Total	\$ 440,146.50	\$ 483,615.48

Budget Adjustment: No

Attachments:

None



Meeting Date: October 20, 2025
City of Ellensburg
City Council Agenda Report

Agenda Subject: Award Bid Call 2025-10 Pad-Mounted Switch Cabinets
Submitted by: Paul Meyer, Electrical Engineer
Department: Energy Services

Suggested Motion/Action:

Staff recommends City Council award Bid Call 2025-10 Pad-Mounted Switch Cabinets for Electrical Distribution to General Pacific Inc, the lowest responsive and responsible bidder, for the bid price of \$104,237.54, including sales tax; and deem the bid submitted by MVA Power Inc. as non-responsive.

Background/Summary:

The Light routinely budgets and publishes a bid for electrical pad-mounted switch cabinets. These switch cabinets are used for capital construction projects and to replenish inventory. Bid Call 2025-10 consisted of one schedule for pad-mounted switch cabinets. Staff received 3 bids: one from General Pacific Inc, one from Border States Industries Inc, and one from MVA Power Inc. Upon review, the bid from MVA Power Inc did not acknowledge the addendum that was issued during the open bidding process. Therefore, staff deemed the bid from MVA Power Inc to be non-responsive. Council is being requested to reject the bid from MVA Power Inc as non-responsive.

Previous Council Action:

Award of previous bids and direct quote purchase for switch cabinets:

Bid 2015-13 awarded 6/1/15;

Bid 2022-20 direct purchase by quote 11/21/22.

Previous rejected bids for pad-mounted switch cabinets:

Bid 2022-20 rejected all bids (non-responsive) 11/7/22.

Analysis:

A summary of the bids is shown below. The bid from General Pacific Inc, was the lowest evaluated bid for the pad-mounted switch cabinets.

Representative (Manufacturer) & Extended Cost (including tax):

- | | |
|---|--------------|
| 1. General Pacific Inc (Federal Pacific) | \$104,237.54 |
| 2. Border States Industries Inc (Scott Manufacturing) | \$119,791.23 |

The bid submitted by General Pacific Inc is below the Engineer's Estimate of \$114,404.94 by approximately 10%.

Financial Impact:

Funds are available within the 2025 Light Division budget for purchase of the pad-mounted switch cabinets. Switch cabinet costs are offset by the customer when new switches are installed.

Budget Adjustment: No

Attachments:

None



Meeting Date: October 20, 2025
City of Ellensburg
City Council Agenda Report

Agenda Subject: Reject all Bids for Bid Call No. 2025-11 Primary Metering Cabinets
Submitted by: Paul Meyer, Electrical Engineer
Department: Energy Services

Suggested Motion/Action:

Deem all bids for Bid Call No. 2025-11 Primary Metering Cabinets as non-responsive and direct staff to procure the bid call items through the City's Vendor List procedures.

Background/Summary:

The Energy Services Department – Light Division routinely budgets and publishes a bid for primary metering cabinets. These primary metering cabinets are used for capital construction projects and to replenish inventory. Staff received four bid proposals from: General Pacific, Inc., Border States Industries Inc, MVA Power, and Anixter Inc.

The bid from General Pacific Inc. and Border States were deemed non-responsive due to a failure to meet the specifications. The bid from MVA is deemed non-responsive for failure to acknowledge the addendums, inability to meet the delivery schedule, requiring price escalations and inability to meet the warranty requirements. The bid from Anixter Inc. is deemed non-responsive for inability to meet the delivery schedule, requiring price escalations and inability to meet the warranty requirements.

Due to these issues, staff deems that all four bids are non-responsive. City Council is being requested to reject these bids as non-responsive and direct staff to purchase the bid call items through the City's Vendor List procedures.

Previous Council Action:

None

Analysis:

Bid Call No. 2025-11 Primary Metering Cabinets was published on August 21 and 28, 2025 with bids being opened on September 18, 2025. Staff received four bid proposals and deemed all four bids were non-responsive.

Financial Impact:

None

Budget Adjustment: No

Attachments:
None

VOUCHER APPROVAL

I, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED, OR THAT ANY ADVANCE PAYMENT IS DUE AND PAYABLE PURSUANT TO A CONTRACT OR IS AVAILABLE AS AN OPTION FOR FULL OR PARTIAL FULFILLMENT OF A CONTRACTUAL OBLIGATION, AND THAT THE CLAIM IS A JUST, DUE AND UNPAID OBLIGATION AGAINST THE CITY OF ELLENSBURG, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND CERTIFY TO SAID CLAIM.


AUDITING OFFICER 10/14/25
DATE

CLAIMS VOUCHERS AUDITED AND CERTIFIED BY THE AUDITING OFFICER HAVE BEEN RECORDED ON THE ATTACHED LISTING, WHICH HAS BEEN MADE AVAILABLE TO THE COUNCIL AS OF THIS **20TH DAY OF OCTOBER 2025**. THE COUNCIL, BY A VOTE, HAS APPROVED FOR PAYMENT THE VOUCHERS INCLUDED IN THE ABOVE LIST AND FURTHER DESCRIBED AS FOLLOWS:

Claims Fund				Total Amounts	
Check #'s	171807	TO	171934	\$	454,268.13
EFT #'s	7639	TO	7660	\$	1,120,133.19
Treasure Cash				Total Amounts	
EFT #'S	1403	TO	1426	\$	306,017.92
Check #'s	34441	TO	34455	\$	1,967.60
Payroll Fund				Total Amounts	
Check #'s	96486	TO	96487	\$	3,533.59
Direct Deposits	88257	TO	88510	\$	551,453.92

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

ATTEST: _____
CITY CLERK



Meeting Date: October 20, 2025
City of Ellensburg
City Council Agenda Report

Agenda Subject: OutiFi Power Outage Communication & Incident Messaging – Implementation Update and Quick Demo (Public Comment Opportunity)

Submitted by: Buddy Stanavich , Energy Services Director

Department: Energy Services

Suggested Motion/Action:

This item is for informational purposes only.

Background/Summary:

OutiFi is a low-cost, text-first municipal communication and incident messaging platform with a simple resident experience and a staff-facing dashboard that supports location-based targeting and basic incident tracking. It's designed for small and mid-sized cities for items like outage notices, safety alerts, planned maintenance, and service updates.

This communication enhancement will provide faster, clearer outage notifications to reduce call volume and shorten restoration customer uncertainty. Utilizing SMS (text) to work on basic phones (no app required), will improve broader access. OutiFI supports geotargeted messages by incident (circuit, polygon or neighborhood) for precise communication.

Previous Council Action:

None

Analysis:

OutiFI is communication and incident messaging platform with a public outage map on the City's website to keep residents informed on current outage information.

How do residents sign up? Current customers with a cell number on file are auto-enrolled for alerts; customers can update/confirm contact info via the City provided link on their bill, by visiting: <https://myutilityaccount.ellensburgwa.gov/> or by texting a keyword to (509) 902-6121; opt-out anytime by texting STOP.

Text "OUTAGE" to report a power outage.

Text "STATUS" to receive current status.

Text "STOP" to opt out at any time.

Call handling: During an outage, customers can call or text the Dispatch Center (509) 902-6121, voice calls will be prompted to leave a detailed voicemail; the message is automatically transcribed to text and sent to the System Operator for faster triage.

Enrollment: Current customers with a cell number on file are auto-enrolled for alerts; customers can update contact info via their account (<https://myutilityaccount.ellensburgwa.gov/>).

Public outreach plan: Bill inserts with website and keyword information; website; social media; counter cards; newsletter blurb.

Initial rollout: Customer notifications are set to begin in late October 2025.

Online Outage Map: <https://www.ci.ellensburg.wa.us/1282/Power-Outage-Map>

Will this spam people? No. Utility/safety/service messages only; minimal frequency; geotargeted when possible.

Is my data safe? Yes. Data is encrypted; access is limited to authorized staff; we follow WA public records and privacy practices; we will not sell data.

Does this replace 911 or county alerts? No. For emergencies call 911. This service complements those systems for City utility and service updates.

The City's long term goal is to extend notification services to natural gas and water outages.

Financial Impact:

\$16,800 per year with a onetime \$5,000 Implementation fee. This expenditure will be allocated between the utilities with metered services, and accommodated within existing 2025/2026 budget amounts.

Budget Adjustment: No

Attachments:

None



Meeting Date: October 20, 2025
City of Ellensburg
City Council Agenda Report

Agenda Subject: Resolution 2025-30 to Declare City Property as Surplus
(Public Comment Opportunity)
Submitted by: Hunter Slyfield, Shop & Warehouse Manager
Department: Public Works

Suggested Motion/Action:

Conduct a public hearing and consider adoption of Resolution 2025-30 declaring the items surplus to the City.

Background/Summary:

The attached resolution declares certain City property and equipment retired from service as surplus and allows staff to dispose of them in a timely manner in accordance with the provisions of Chapter 2.07 ECC and RCW 35.94.040. The property at issue include utility property, for which a hearing is required by statute, and non-utility property with an estimated value over \$10,000, which also requires a public hearing under city code. A public hearing was advertised per ECC 2.07.060(B) to consider a surplus declaration for accumulated materials and equipment.

While conducting normal business, the City has accumulated both utility and non-utility materials and equipment surplus to its needs. In accordance with RCW 35.94.040 (utility property) and Chapter 2.07 ECC (all surplus property), items declared surplus, not traded in, shall be disposed of by junking, auction, sealed bids or sale to qualified nonprofit corporations at fair market value. Scrap metals consisting of brass, copper, steel, aluminum and iron, which are declared surplus, will be disposed of through a sealed bid process to scrap metal dealers or by public auction process. Brass water fittings will be made available to other water utilities before they are sold as scrap metal or through the public auction process.

The City will utilize the services of GovDeals, who work specifically with government agencies, to facilitate the sale of surplus equipment and materials for the City.

Previous Council Action:

None

Analysis:

Legal requirements for the sale of real property and equipment are set forth in RCW 35.94.040 and Chapter 2.07 ECC. Disposal of surplus property must be conditioned upon a Council declaration of the property as surplus to the City's needs after conducting a public hearing. In anticipation of Council action, a resolution declaring the items surplus has been prepared.

Financial Impact:

Revenues from sales will be applied to the appropriate funds.

Budget Adjustment: No

Attachments:

1. 2025-30 Surplus of city utility & personal property
2. 2025 Surplus Public Hearing List

RESOLUTION NO. 2025-30

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, declaring as surplus to the City of Ellensburg's needs, the attached list of utility and personal property.

WHEREAS, the City Council conducted a public hearing on October 20, 2025, in accordance with the provisions of Chapter 2.07 ECC and RCW 35.94.040, for the purpose of declaring certain items as surplus to the City's needs; and

WHEREAS, public notice of the hearing was first published in accordance with the provisions of ECC 2.07.060(B); and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Ellensburg, Washington, as follows:

Section 1. The property described herein is hereby declared surplus to the City of Ellensburg's needs and are no longer required for providing municipal services

Section 2. Disposal of these items shall be by junking, public auction, sealed bid, negotiated sale, or sale/donation to any qualified nonprofit corporation at fair market value.

ADOPTED by the City Council of the City Ellensburg at a regular meeting on this 20th day of October 2025.

Mayor

Attest:

City Clerk

2025 PUBLIC HEARING SURPLUS LIST

POLICE - 016

1984 Ford Econoline w/ Ambulance Body
1999 Ford Mustang
2004 Chevrolet Tahoe
2004 Dodge Stratus
2004 Chevrolet Malibu
2006 Kia Sorento
11-P3 - 2011 Chevrolet Impala
12-P6 - 2012 Chevrolet Impala
13-P1 - 2013 Chevrolet Impala
14-P2 - 2014 Chevrolet Impala
15-P7 - 2015 Ford Explorer
16-P4 - 2016 Ford Explorer

Library - 023

1995 Ford Aerostar Van

STREET - 120

MBW Rammer Compactor
Miscellaneous Aluminum Street Signs

GAS - 461

Wacker Neuson Rammer Compactor
Miscellaneous Aluminum Gas Meters

LIGHT - 471

Miscellaneous Fixtures & Parts
Miscellaneous Aluminum/Steel Poles
Miscellaneous Cut-Outs & Gates
Scrap Metals (steel, aluminum)
Scrap Aluminum and Copper Wire

WATER - 481

Miscellaneous Brass Fittings (nipples, tees, corp. stops)
Brass Meters
Copper Tubing
Miscellaneous Fittings
Scrap Metals (cast iron, aluminum, brass)

SEWER - 491

Scrap Metals (cast iron)

SHOP - 531

#04 - 2004 Ford Taurus
#10 - 2003 Chevrolet Silverado 1500 w/ Utility Body
#13 - 2013 Chevrolet Malibu
#15 - 1999 Ford F-250 w/ Utility Body
#20 - 1991 Chevrolet C/K 3500 Flatbed (Does not run)
#47 - 1991 Bomag Roller
#50 - 1995 Ford F-150
#55 - 1996 Ford F-150
#57 - 1996 Ford F-150
#60 - 1993 Chevrolet C7H042 Bucket Truck
#62 - 2006 Freightliner Line Truck
#75 - 1990 Sewer Jetter Trailer Mounted
#84 - 2010 Chevrolet Colorado
#87 - 1995 Mikasa Plate Compactor
#102 - 2000 GMC Dump Truck
#123 - Wacker Neuson Plate Compactor
ATF tank with pneumatic fill
Scrap Metals (miscellaneous steel)



Meeting Date: October 20, 2025
City of Ellensburg
City Council Agenda Report

Agenda Subject: Ordinance 4973 (2nd Reading) - Revisions to Multifamily Housing Tax Incentives (Public Comment Opportunity)
Submitted by: Lily Frey, Housing Program Manager
Department: Community Development

Suggested Motion/Action:

Conduct second reading and adoption of Ordinance 4973 regarding Multifamily Housing Tax Incentives.

Background/Summary:

Ellensburg has had a Multifamily Tax Exemption (MFTE) Program since 2007. Nine total housing developments applied for this tax exemption and seven completed construction to receive this tax incentive, representing 151 multifamily housing units. Only one development has applied for and received the 12-year tax exemption through the inclusion of income-restricted affordable units.

In October 2022, the Washington State Department of Commerce issued guidance for MFTE program administrators that clarifies some choices available to jurisdictions reflected in this ordinance. The MFTE program requires annual compliance reporting. In 2023, Commerce began an audit program for exempted property owners that jurisdictions can opt to use instead of conducting their own program audits.

Previous Council Action:

Council established the MFTE program through Ordinance 4488 in 2007. As recommended by the Housing Action Plan, in Ordinance 4885 in 2022, City Council extended the program to the Central-Commercial (C-C II) zone in addition to the original Central Commercial (C-C) zone.

At the October 6, 2025, Council conducted first reading of ordinance 4973.

Analysis:

The proposed ordinance would streamline reporting for qualifying market-rate developments slightly by removing the requirement to provide tenant income information for these properties. Market rate property owners do not want to be required to report tenant income data to the City and the City does not have analysis needs for this data.

The proposed changes would limit the 12-year tax exemption to projects where 20% of units are rented or sold at affordable rents or costs to households earning no more than 80% of area median income (AMI), or low-income households, rather than households with incomes up to 115% of AMI, or moderate income households. In the current Ellensburg housing

market, this would mean that higher-end rentals would be eligible for the (8-year) market rate exemption rather than the (12-year) affordable exemption. For example, in 2025, the maximum rent or mortgage for the 20% of required affordable units would be \$1,260 for a studio, \$1,350 for a 1BR or \$1,620 for a 2BR for the development to be eligible for the 12-year tax exemption. As allowed by Commerce's guidance, the changes would align annual reporting for all properties in January for the prior year (rather than by each agreement's anniversary date) allowing consolidation of reminder notifications and information gathering to align with Commerce's annual April 1 MFTE reporting deadline. Similarly, City staff may conduct on-site verification when needed but on-site visits by staff would no longer be mandated by city code.

Financial Impact:

There will be limited financial impact from these mostly administrative adjustments. By adjusting the affordability level that qualifies for the 12-year exemption slightly, limited projects may qualify for the 8-year tax exemption instead of the 12-year tax exemption.

Budget Adjustment: No

Attachments:

1. Ordinance 4973 (2nd reading)

ORDINANCE NO. 4973

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON RELATING TO CHAPTER 2.30 MULTIFAMILY TAX INCENTIVES AND AMENDING SECTIONS 2.30.010, 2.30.015, 2.30.030, AND 2.30.100 OF THE ELLENSBURG CITY CODE

WHEREAS, Chapter 84.14 RCW authorizes local government to adopt multi-unit housing guidelines and designate residential targeted areas for the purpose of qualifying for certain ad valorem tax exemptions; and

WHEREAS, the Ellensburg City Council finds that amending the existing multifamily housing tax incentive code in accordance with Chapter 84.14 RCW provides options for affordable housing to qualify, and to provide more detail as to the process in reviewing, approving and monitoring the special ad valorem tax exemption, and

WHEREAS, the Washington State Department of Commerce has issued Multifamily Tax Exemption (MFTE) guidance in October 2022 including best practice recommendations and examples; and

WHEREAS, streamlined reporting benefits participating property owners and city staff, NOW, THEREFORE, the City Council of the City of Ellensburg, Washington does hereby ordain as follows:

Section 1. Section 2.30.010 of the Ellensburg City Code, as last amended by section 2 of Ordinance 4887 is hereby amended to read as follows:

2.30.010 Purpose.

The purpose of this chapter is to provide limited exemptions from ad valorem property taxation for multifamily housing in the downtown area and is intended to:

- A. Encourage increased residential opportunities within the central commercial zone as defined by ECC 15.300.020 (official zoning map) and ECC 15.300.060(B)(2) and (B)(3);
- B. Stimulate new construction or rehabilitation of existing vacant and underutilized buildings for multifamily housing in the central commercial zones to increase and improve housing opportunities; and
- C. Assist in directing future population growth to the central commercial zones, thereby reducing development pressure on ~~other single-family~~ residential neighborhoods.

(Ord. 4887 § 2, 2022; Ord. 4885 § 1, 2022; Ord. 4678 § 1, 2014; Ord. 4488 § 4, 2007)

Section 2. Section 3.30.015 of the Ellensburg City Code, as last amended by section 2 of Ordinance 4885 is hereby amended to read as follows:

2.30.015 Definitions.

When used in this chapter, the following words shall have the following meanings unless the context clearly indicates otherwise:

Affordable housing means residential housing that is rented by a person or household whose monthly housing costs, including utilities other than telephone, do not exceed 30 percent of the household's monthly income. For the purposes of housing intended for owner occupancy, "affordable housing" means residential housing that is within the means of low or moderate-income households.

Director means the city of Ellensburg community development director or his/her designee.

Household means a single person, family, or unrelated persons living together.

Low-income household means a single person, family, or unrelated persons living together whose adjusted income is at or below 80 percent of the median family income adjusted for family size, for the county, city, or metropolitan statistical area where the project is located, as reported by the United States Department of Housing and Urban Development.

~~*Moderate-income household* means a single person, family, or unrelated persons living together whose adjusted income is more than 80 percent but is at or below 115 percent of the median family income adjusted for family size, for the county, city, or metropolitan statistical area where the project is located, as reported by the United States Department of Housing and Urban Development.~~

~~*Multifamily*~~*Multiple-unit housing* means a building or a group of buildings having four or more dwelling units not designed or used as transient accommodations and not including hotels and motels. Multifamily units may result from new construction or rehabilitated or conversion of vacant, underutilized, or substandard buildings to multifamily housing.

Owner means the property owner of record.

Permanent residential occupancy means multiunit housing that provides either rental or owner occupancy on a nontransient basis. This includes owner-occupied or rental accommodation that is leased for a period of at least one month. This excludes hotels and motels that predominately offer rental accommodation on a daily or weekly basis.

Rehabilitation improvements means modifications to existing structures, that are vacant for 12 months or longer, that are made to achieve a condition of substantial compliance with existing building codes or modification to existing occupied structures which increase the number of multifamily housing units.

Residential targeted area means an area within an urban center that has been designated by the governing authority as a residential targeted area in accordance with this chapter. With respect to designations after July 1, 2007, "residential targeted area" may not include a campus facilities master plan.

Substantial compliance means compliance with local building or housing code requirements that are typically required for rehabilitation as opposed to new construction.

(Ord. 4885 § 2, 2022; Ord. 4678 § 2, 2014)

Section 3. Section 2.30.030 of the Ellensburg City Code, as last amended by section 4 of Ordinance 4678 is hereby amended to read as follows:

2.30.030 Terms of the tax exemptions for multifamily housing in residential target areas.

- A. *Duration of exemption.* The value of new housing construction, conversion, and rehabilitation improvements qualifying under this section is exempt from ad valorem property taxation, as follows:
1. For eight successive years beginning January 1 of the year immediately following the calendar year of issuance of the final certificate; or
 2. For 12 successive years beginning January 1 of the year immediately following the calendar year of issuance of the final certificate, if the property otherwise qualifies for the exemption and meets the conditions in this subsection. For the property to qualify for the 12-year exemption under this subsection, the applicant must commit to renting or selling at least 20 percent of the multifamily housing units as affordable housing units to low-~~and moderate~~-income households, and the property must satisfy that commitment. ~~In the case of projects intended exclusively for owner occupancy, the minimum requirement of this subsection may be satisfied solely through housing affordable to moderate-income households.~~
- B. *Limits on exemption.* The exemption does not apply to the value of land or to the value of improvements not qualifying under this chapter, nor does the exemption apply to increases in assessed valuation of land and nonqualifying improvements. In the case of rehabilitation of existing buildings, the exemption does not include the value of improvement construction prior to submission of the completed application required under this chapter.

(Ord. 4678 § 4, 2014; Ord. 4488 § 4, 2007)

Section 4. Section 2.30.100 of the Ellensburg City Code, as last amended by section 8 of Ordinance 4678 is hereby amended to read as follows:

2.30.100 Annual compliance review.

- A. Within 30 days after the first anniversary of the date of filing the final certificate of tax exemption, and each year thereafter for the tax exemption period, the property owner shall file an annual report with the director indicating the following:
1. A statement of occupancy and vacancy of the multifamily units during the previous year ~~ending with the anniversary date~~;
 2. A certification that the property continues to be in compliance with the contract with the city, including that it has not changed use, and, if applicable, that the property has been in compliance with the affordable housing definition, as provided in ECC 2.30.015, since the date of the certificate approved by the city;
 3. A description of any subsequent improvements or changes to the property after issuance of the certificate of tax exemption;
 4. The total monthly rent or total sale amount of each unit produced; and
 5. For 12-year exemptions only, ~~t~~The income of each renter household at the time of initial occupancy and the income of each initial purchaser of owner-occupied units at the time of purchase for each of the units receiving a tax exemption.

B. City staff ~~may~~shall also conduct on-site verification of the annual report. Failure to submit the annual report may result in the tax exemption being canceled.

(Ord. 4678 § 8, 2014; Ord. 4488 § 4, 2007)

Section 5. Severability. If any portion of this ordinance is declared invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect the validity of the remaining portion(s) of this ordinance.

Section 6. Corrections. Upon the approval of the City Attorney, the City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbers, sections/subsections numbers and any references thereto.

Section 7. Effective Date. This ordinance shall take effect and be in full force five (5) days after its passage, approval and publication.

The foregoing ordinance was passed and adopted at a regular meeting of the City Council on the 20th day of October, 2025.

MAYOR

ATTEST:

CITY CLERK

Approved as to form:

CITY ATTORNEY

Publish:

I, Beth Leader, City Clerk of said City do certify that Ordinance No. 4973 is a true and correct copy of said Ordinance of like number as the same was passed by said Council and that Ordinance No. 4973 was published as required by law.

BETH LEADER



Meeting Date: October 20, 2025
City of Ellensburg
City Council Agenda Report

Agenda Subject: 2025 Comprehensive Plan Amendment 25-02 Update and Next Steps (Public Comment Opportunity)
Submitted by: Stacey Henderson, Planning Manager
Department: Community Development

Suggested Motion/Action:

Move to approve a preferred option for Amendment 25-02.001-308.

Note: Staff requests guidance regarding 25-02.001-308, considering the possible outcomes as presented. The six possible actions as listed below, take into consideration a range of options moving forward, provide staff analysis, and address potential timeline and next steps considerations.

Background/Summary:

On July 21, 2025, staff presented the annual comprehensive plan amendment requests for possible docketing and adoption in 2025. Ellensburg City Code (ECC) 15.250.090 designates the Comprehensive (Comp) Plan annual update process, and item (D)(8 and 9) of that section requires docketed items to be adopted by City Council by December 31 of the same year the proposal was submitted. If this deadline is not met, Council may choose to move this item to the subsequent year to continue review.

At the July 2025 docketing meeting, staff proposed that Council docket item 25-02.001-.309, to further gather information and community input from both sides of the polarized discussion regarding keeping or removing Chapter 9 DEI. At the July meeting, one of the 309 applications was separated from 25-02 and proposed as its own amendment, due to the proposal not directly relating to removing Chapter 9. This separate application was ultimately not docketed by Council, and the revised amendment number that was docketed became 25-02.001-.308. Staff recommended moving forward with the revised 25-02.001-.308 in conjunction with the proposed Community Conversations and Common Ground Workshop, with suggested paths forward to be brought back to Council for consideration.

The first Community Conversation was held on August 20, 2025, from 6:00-8:00 p.m., and the second was held Saturday September 6, 2025, from 1:30-3:30 p.m., both at the Hal Holmes Community Center. All members of the public were welcome to attend, with opportunities to provide specific feedback toward issues/concerns to prepare for the Common Ground discussion—which was specifically designed to find areas of agreement between opposing sides of a polarizing issue. Participants of the community conversation validated concerns and arguments for each side of the issue, which framed the materials (pre-read) for the Common

Ground Workshop and also nominated individuals that represented their perspective to participate in the Workshop.

The Common Ground Workshop was held on October 4, from 10:00 am to 3:30 pm, at the Hal Holmes Community Center. Twelve participants, six for keeping the chapter and six for removing, participated in a six-hour long workshop as designed and facilitated by the Braver Angels organization. Staff was provided the official output (common ground) agreement that resulted from the workshop. This agreement (Exhibit 2) included agreed-upon values, concerns, and policies relating to the possible removal, amendment, or retainment of Chapter 9 DEI. No item was listed on this agreement unless every single participant at the table agreed with every word.

Previous Council Action:

At the July 21, 2025 Council meeting, the motion was approved 5-2 to docket item 25-02.001-.308 as proposed. The motion gave staff direction to move forward with conducting the two community conversations and common ground workshop, and to bring additional information and possible next steps back to Council.

Analysis:

The Community Conversations

The community conversations largely revolved around giving the public opportunity to validate, add to, and confirm the arguments, both for and against, keeping Chapter 9. Initial points were created from themes noted throughout the 308 applications and additional correspondence and comments received by the City. These reasons were then combined into a pre-read document which documented the process and shared rationale that all workshop participants were required to read before attending the Common Ground Workshop. Materials are also available on the City website. Below is an overview of the main points of each argument, reasons for removing chapter 9, and reasons against removing chapter 9, along with additional analysis and observations from City staff. The original pre-read document is attached to this staff report as Exhibit 1.

Reasons for Removing Chapter 9

Pre-Read Argument: Constitutional Protections Already Exist — Existing constitutional protections and federal laws already provide adequate safeguards without additional DEI policies. DEI Chapters are not required elements of comprehensive plans and other cities operate successfully without them.

Additional Staff Analysis: In the applications and at the workshop, many noted that protections already exist within local, state, and federal government that provide support to the groups Chapter 9 aims to support.

Pre-Read Argument: Implementation Concerns — How DEI is being implemented in Ellensburg, disenfranchises certain people, elevates others (e.g. Pool locker rooms, pizza klatch)

Additional Staff Analysis: An agreeable topic at the workshop included exploring the potential of making DEI goals more concrete with measurable progress. Many for

removing the chapter mentioned that these DEI goals are not concrete enough to measure progress or community impact. Participants for keeping the chapter agreed that this idea could be explored further. There is a need for broader understanding of state policies around public restrooms/locker rooms.

Pre-Read Argument: General Opposition to DEI - DEI Concepts and policies should be eliminated from city government entirely.

Additional Staff Analysis: This pre-read argument does not provide specific guidance as to why the chapter should be removed, but rather, requests removal of policies.

Pre-Read Argument: Government Scope and Role Concerns — City government should focus on essential services rather than social policy initiatives. The proper role of local government is to provide core municipal services.

Additional Staff Analysis: Those who participated in support of removing the chapter, explained that the concept, goals, and policies related to DEI are important, but do not belong in the Comprehensive Plan. Many argued that this is a government document largely intended to direct land use policy, which does not fit with DEI concepts. Cities are allowed to adopt optional chapters (or elements) in their comprehensive plans. Find more on the [MRSC Website](#).

Pre-Read Argument: Legal Authority Concerns — DEI policies may create legal risks for the city and exceed proper municipal authority. Compliance with federal guidelines should be prioritized.

Additional Staff Analysis: In the applications and at the workshop, many for removing the chapter shared concern that keeping a DEI chapter will put the City at risk to lose federal funding, or risk of lawsuit, due to recent Federal Policies.

July 21 Council Docketing Agenda Cited: Staff reviewed terms of the DOT Secretary and other executive orders, in conjunction with reviewing City Contracts, policies, and procedures, and believe that the City is currently in legal compliance with the terms of existing federal grants. As new federal grant requirements are issued, the City will review the terms of any new requirements to ensure compliance with those as well. This is a rapidly changing area of law nationally and the City will continue to monitor new case law and guidance.

Pre-Read Argument: Deadline and Process Violations — The City failed to follow its own established procedures and deadlines in handling comprehensive plan amendment applications, raising questions about fair and consistent administration.

Additional Staff Analysis: The concerns regarding accepting and seeking additional feedback beyond what was submitted by the March 31 deadline, is not a reason to remove the Chapter. Concern was shared at both community conversation events that this additional community outreach does not fairly address the applications that were submitted before the official deadline, and additional information should not be on the table. It is a requirement of the Comprehensive Plan to include public input to amend. Thus, it is the responsibility of the City to request more information on any amendments submitted, if compatible with the established review process per the code. Those who are for keeping the chapter did not need to submit an application to keep an existing

chapter before the March 31 deadline, because applications are intended for proposed changes, not to propose to keep things as they already exist. As the City received additional feedback in response to these original applications, it was clear more public outreach was necessary.

Pre-Read Argument: Remove DEI Language

Additional Staff Analysis: This item does not clarify why the chapter should be removed or which language specifically should be removed.

Pre-Read Argument: Budget and Spending Concerns — Public funds should be directed toward essential City services rather than DEI programs and commission activities.

Additional Staff Analysis: The Comp Plan policies do not dictate specific spending or commission activities, and therefore, the matter at hand is not directly related to budget or spending concerns.

Reasons for Keeping Chapter 9

Pre-Read Argument: Promoting Inclusivity and Belonging- The DEI Commission's work helps create a welcoming and accepting community where all residents feel valued.

Additional Staff Analysis: It was mentioned in comments and at the workshop from both sides, that many felt that having this chapter helps a diverse population feel welcome in the community, and helps all residents feel valued. There is a need to distinguish between Chapter 9 DEI of the Comprehensive Plan and the work of the DEI Commission, which is established by City Code.

Pre-Read Argument: Addressing Historical Inequities and Marginalization- DEI efforts are necessary to address a history of systemic unfairness. The commission's work is seen to correct these issues and ensure everyone is treated as an equal citizen.

Additional Staff Analysis: Many cited concerns of systemic unfairness, and many agreed that ways to help prevent systemic unfairness is for the City to support DEI language and policies.

Pre-Read Argument: Benefitting the Entire Community- DEI work strengthens the community. This includes attracting visitors and students who feel welcome, which can positively impact the local economy and make Ellensburg a place where people want to live.

Additional Staff Analysis: Many at the workshop noted that supporting DEI work within the framework of an important document such as the Comprehensive Plan, can help strengthen the community, and demonstrate that the City is welcoming.

Pre-Read Argument: Equity and Inclusion should be in the Comp Plan- It is based on demonstratable and stated needs of residents, which has been reinforced by listening tours and ongoing local issues (e.g. bullying in the schools based on identity). It is locally specific and attends to system and structural issues.

Additional Staff Analysis: There was some agreement at the workshop to make these goals and policies more measurable and/or dispersing them throughout the relevant chapters/elements. As a 20-year guiding vision, the Comp Plan generally has broadly

defined goals and policies. An alternative could be to develop a goal to measure impact and outcomes of policies.

Pre-Read Argument: Supporting the Community through programs and Funding- DEI Commission provides tangible support such as grant funding for various community groups and initiatives as specified in Chapter 9.

Additional Staff Analysis: The Comp Plan document does not directly dictate specific spending or commission activities, and therefore, the removal or retention of Chapter 9 is not affected by this reason.

The Common Ground

Staff has conducted an initial analysis regarding the feedback, observations, and agreements from this process and the Common Ground Workshop and has provided correlating possible actions to take. In addition to the bullet points from the workshop agreement document, there were several main recurring themes and discussion points that have been included in the table as “Observations and Themes”. Per the workshop process, items did not stay on the workshop agreement document unless every participant agreed to every single word. There were several points of discussion, important to both sides, that with more work and more time, were very close to being agreeable points. Those are worth including in the initial analysis, as they provide additional information, intentions, and needs from these groups.

Agreement Items

Possible Actions as Discussed

<u>Values</u>	
1. Value strengthening community through social engagement and respect. 2. Value accessibility as a community in terms of language, financial, and physical (jobs, decent place to live, transportation, playgrounds, etc.)	• Create goals for the City and commissions to focus on planning inclusive events intended to bring people together. • Create programs to encourage development of third spaces and gathering spaces that support social engagement. • Enhance programs to enhance physical, language, and financial accessibility to City resources and events, by auditing existing City sites, resources, and procedures. • Focus throughout comp plan on goals and policies that help remove accessibility barriers for all. • Ensure comp plan chapters address inclusion in language and intent

3. Value community that includes people of many backgrounds and lived experiences. <u>Staff Observations/ Themes</u> 4. <i>Value Safety</i> <i>Safety is defined and imagined differently by both sides of the conversation, but both held basic underlying values wanting their families, friends, and community members to feel safe.</i> <i>Note: This pattern of shared values with different emphases—emerged repeatedly throughout the dialogue. When people feel heard on what they value most deeply, they become more able to hear others' perspectives and consider solutions that honor multiple priorities simultaneously.</i>	<u>Possible Actions</u> • <i>Enhance language throughout plan to ensure policies, goals, and programs support safety in spaces, and for all. Include language in a new mission statement that supports respect and clarifies zero tolerance for unsafe environments whether social or physical barriers.</i>
<u>Concerns</u> 1. Chapter 9 values may cause misperception of our community, resulting in unintended exclusion 2. Not feeling excluded 3. We do not want to feel like we are being forced to believe a certain thing -	• Broaden language throughout plan to ensure nobody is excluded and provide inclusive language. • See above. • Possible solutions discussed (but not fully agreed upon yet) included turning the context and background statement into a mission statement, emphasizing that Ellensburg is inclusive and welcoming community to all, speaking to the City's spirit and overall intention rather than specific DEI terminology and goals. <u>Possible Actions</u>

The Community Conversations and Common Ground Workshop process demonstrated that people across different viewpoints share core concerns (safety, inclusion, community strength, fairness) but prioritize and define these values differently. This process didn't eliminate disagreement, but it transformed how participants understood each other's positions and revealed some actionable ground.

Limitations and Additional Considerations:

The Common Ground workshop had a number of process-related challenges that may have influenced participation, overall quality of the discussion, and outcomes. The time available for the discussion during the Common Ground Workshop limited the depth of discussion. Facilitators' styles varied. And participants had differing levels of understanding about the content and intent of Chapter 9, the distinction between the DEI Commission, and the Comprehensive Plan itself. Future conversations could include information and education on relevant topics to help everyone begin with the same information and resources.

Other Insights From Facilitators

- Polarization often thrives on distance and assumption, but direct dialogue reveals the common values can actually work. The process demonstrated that people with opposing views on Chapter 9 share core concerns—about safety, inclusion, community strength, and fairness—but prioritize and define these values differently. When people engage in structured conversation (not so much letter writing and council testimony) they can discover shared values can coexist with disagreement on approaches.
- Direct conversation reveals nuance that written comments cannot. Participants discovered their opponents were more reasonable than presumed, and positions they thought were monolithic proved complex.
- Shared values emerged despite disagreement on methods. Broad consensus existed on values (strengthening community, accessibility, welcoming diverse people) even where views differed on whether Chapter 9 was the right approach.
- Both sides want measurable outcomes. The shared interest in moving from abstract aspirations to concrete, trackable goals could inform any future chapter structure.

Possible Actions

After considering, reading, and listening to all comments from both sides of this discussion, and observing how structured dialogue revealed shared values and unexpected common ground, there are several possible paths forward, in addition to simply keeping or removing Chapter 9. Below is a list of six possible outcomes regarding how to address the future of Chapter 9 DEI. Provided with each outcome are important timeline dates and next steps. One aspect to consider is whether these outcomes can be completed in 2025, or will need to be continued into the 2026 periodic update process.

Tentative Adoption Timeline (Pending City Council Selection):

- 60 Day Commerce Review- To complete within 5 days after adoption
- SEPA Review- Appeal period must end before final adoption effective date.

- November 13, 2025 Planning Commission Hearing
- December 1, 2025 Council Hearing
- December 15, 2025 Council Second Reading
- December 31, 2025- Required deadline for adoption per ECC 15.250.090(D)(8 and 9)

1. Remove Chapter 9

As requested from the applications, one possible outcome is to move to remove Chapter 9 without replacement material. This item did not appear to be agreeable at the workshop for those participants who are for keeping the Chapter.

Next Steps: No new text is required to prepare to complete this option, so adoption in 2025 may or may not be possible considering the tight timeline.

2. Remove Chapter 9 DEI and Distribute Goals to Other Sections

Another possible option is to remove the chapter and distribute its goals to related other sections. Although keeping the goals in the plan is agreeable to both parties, this option still removes the presence of the City addressing the ways in which the community supports all and is inclusive.

Next Steps: Minimal analysis is required for this option, adoption in 2025 may or may not be possible considering the tight timeline.

3. Replace Chapter 9 DEI with Chapter 9 Equity & Community Engagement (or Equity, Accessibility, and Engagement)

This possible option removes the existing DEI Chapter as requested, and utilizes the analysis and information learned in the community conversations and common ground workshop develop a chapter that addresses the shared concerns, values, and ideas that resulted from the workshop. A draft is attached to this report as Exhibit 3.

Next Steps: Option includes preparing new chapter content, likely pushing completion to the 2026 periodic update process to ensure adequate time for chapter development.

4. Remove Chapter 9 DEI in 2025, and add an introductory chapter with community vision and values into the comp plan as developed in 2026 during the periodic update.

Some at the workshop favored replacing the chapter with a mission statement addressing equity in the community, and distributing measurable concrete goals to applicable chapters. An example of an introductory chapter from the City of Burien is attached as Exhibit 4.

Next Steps: Option includes preparing new text, goals, and policies, likely pushing completion to the 2026 periodic update process to ensure adequate time for chapter development.

5. Remove Chapter 9 DEI and replace with formal guiding policy document that is more adaptable such as a resolution, ordinance, or strategic plan (addressing inclusion, cultural competence, belonging, accessibility, and engagement, etc.)

One option is to create a separate guiding document addressing these values, while removing DEI from the comprehensive plan.

Next Steps: No new text is required to prepare to complete this option, so adoption in 2025 may or may not be possible considering the tight timeline.

6. Leave Chapter 9 DEI without modification

Similar to removing the chapter, this item also did not appear to be on the table at the workshop for those for removing Chapter 9 DEI.

Next Steps: No new text is required to prepare to complete this option, so adoption in 2025 may or may not be possible considering the tight timeline.

Staff also recommend that Council consider the broader value of this engagement process as a model for addressing other polarizing community issues, as the dialogue itself proved to be a community-building tool regardless of the ultimate decision on Chapter 9.

Financial Impact:

The costs of administering the annual Comprehensive Plan amendment process are included in the 2025 Community Development budget. Additional staff and professional service expenditures can be accommodated by the current budget authority.

Budget Adjustment: No

Attachments:

1. Exhibit 1_Common Ground Workshop Pre Read
2. Exhibit 2_Final Points of Agreement from Workshop
3. Exhibit 3_Equity Accessibility and Community Engagement DRAFT
4. Exhibit 4_City of Burien Example

Exhibit 1

Common Ground Workshop Pre-Read October 4, Chapter 9 of the City of Ellensburg's Comprehensive Plan

Thank you for your interest and/or attendance at our upcoming *Common Ground* workshop. This document serves as both an overview of the process which has led us here as well as the statements which were validated as part of the Community Conversations for the thoughts from both the “Remove Chapter 9” and “Keep Chapter 9” opinions. These will serve as a common foundation to guide our work in the October workshop.

Background

Washington State's Growth Management Act allows cities to amend their comprehensive plan on an annual basis. The Ellensburg City Council has established a process for that yearly amendment review, Ellensburg City Code (ECC) 15.250.090. ECC 15.250.090(D)(2) allows for proposed comprehensive plan amendments to be submitted to the city for consideration by March 31 of each year. By this year's submittal deadline of March 31, 2025, the City received 308 comprehensive plan amendment applications essentially requesting the removal of Chapter 9, Diversity, Equity, & Inclusion (DEI).

As the submittal of these applications became public knowledge, community members also submitted comments voicing their interest in keeping the DEI Chapter of the comprehensive plan. Per ECC 15.250.090(D)(3), Council was to review all submitted proposals to consider if they should be docketed at the second Council meeting in July. In preparation for this July docketing meeting, City staff met with leadership, Braver Angels and facilitators to discuss possible options for how to move this community passion and involvement forward into a productive conversation resulting in community-driven solutions for how to address the proposed comprehensive plan amendments.

The facilitators developed a plan to conduct two community conversations, followed by this Common Ground workshop. All 308 comprehensive plan amendment applications submitted, and additional written comments submitted, were analyzed and separated into the main arguments for keeping/modifying the chapter, and main arguments for removing it. These arguments were presented at two community conversations, and the public was invited to confirm, correct, and suggest edits to these arguments. The work from those conversations was compiled into this pre-read for the Common Ground Workshop. The intention of the workshop is to find common ground that both sides can agree is important, at which point staff will use that information to develop a recommendation to either keep, remove, or modify the comprehensive plan in some way. This recommendation will be brought back to Council for further analysis and next steps.

Thoughts on Chapter 9

The following thoughts were verified and created during the meetings which led into this workshop. They are listed in no priority but simply serve as guideposts for thoughts each side has had regarding Chapter 9. For more background on each of these perspectives, see the full downloadable texts at <https://ci.ellensburg.wa.us/1284/2025-DEI-Comprehensive-Plan-Amendments>

Remove Chapter 9

- **Government Scope & Role Concerns:** City government should focus on essential services rather than social policy initiatives. The proper role of local government is to provide core municipal services.
- **Legal Authority Concerns:** DEI policies may create legal risks for the city and exceed proper municipal authority. Compliance with federal guidelines should be prioritized.
- **Budget & Spending Concerns:** Public funds should be directed toward essential city services rather than DEI programs and commission activities.
- **General Opposition to DEI:** DEI concepts and policies should be eliminated from city government entirely.
- **Remove DEI Language**
- **Constitutional Protections Already Exist:** Existing constitutional protections and federal laws already provide adequate safeguards without additional DEI policies. DEI chapters are not required elements of comprehensive plans and other cities operate successfully without them.
- **Deadline and Process Violations:** The city failed to follow its own established procedures and deadlines in handling comprehensive plan amendment applications, raising questions about fair and consistent administration.
- **Implementation Concerns:** How DEI is being implemented in Ellensburg. Disenfranchises certain people, elevates others (e.g. Pool locker rooms, pizza klatch)

Keep Chapter 9

- **Promoting Inclusivity and Belonging:** The DEI Commission's work helps create a welcoming and accepting community where all residents feel valued.
- **Addressing Historical Inequities and Marginalization:** DEI efforts are necessary to address a history of systemic unfairness. The commission's work is seen to correct these issues and ensure everyone is treated as an equal citizen.
- **Supporting the Community Through Programs and Funding:** DEI Commission provides tangible support such as grant funding for various community groups and initiatives as specified in Chapter 9.
- **Benefitting the Entire Community:** DEI work strengthens the community. This includes attracting visitors and students who feel welcome, which can positively impact the local economy and make Ellensburg a place where people want to live.
- **The City (as a government entity) should base their decisions and practices in the principles of diversity, equity and inclusion** because they need to be responsive to all members of the community and historic discrimination/marginalization still impacts whose voices are heard.
- **Equity and inclusion should be in the Comp Plan as it,** and the DEI Commission, are based on demonstrable and stated needs of residents, which has been reinforced by listening tours and ongoing local issues (e.g. bullying in the schools based on identity). It is locally specific and attends to system and structural issues.

Points of Agreement - Common Ground Workshop

Chapter 9- City of Ellensburg Comprehensive Plan

Held on 10/4 in Ellensburg, WA

Event # 4980

Values, Concerns and Solutions/Policies are not listed in any particular order

Values that had unanimous agreement

- Strengthening communities: through social engagement and respect
- We value accessibility as a community in terms of both language, financial, and physical (jobs, decent place to live, transportation, playgrounds, etc.)
- We value community that includes people of many backgrounds and lived experiences

Concerns that had unanimous agreement

- Chapter 9 values may cause misperception of our community, resulting in unintended exclusion
- Not feeling excluded
- There is a need for additional transparency about what the DEI Commission funds have been used for
- We do not want to feel like we are being forced to believe a certain thing

Solutions or Policies that had unanimous agreement

- Provide additional education that helps people better understand the City's Code

EXHIBIT 3- Draft Repeal and Replace Chapter

CHAPTER 9: EQUITY AND COMMUNITY ENGAGEMENT

OVERVIEW

This chapter contains goals, policies, and programs that define how the City of Ellensburg can play a role in ensuring equity in access to City government programs, services, activities, and facilities to benefit all residents.

BACKGROUND & CONTEXT

The City of Ellensburg is committed to creating a community that improves lives, supports all people, and provides residents with opportunities to participate in local government and to access community services. Doing so can help create a thriving local economy, and an environment in which individuals achieve their full potential.

The City of Ellensburg is also committed to ensuring its programs and activities do not discriminate, and are applied without regard to any individual's sex, race, color, creed, religion, national origin, sexual orientation (including gender identity), pregnancy, age, marital status, military status, disability, or any other characteristic protected by law.

The goal of this chapter is to address ways in which the City can remove barriers, and foster a sense of community amongst all residents, by listening to the ideas, experiences, and concerns of all who live here. Providing equity in access to City programs, services, and facilities fosters understanding of opportunities and community engagement and participation.

Equity and Accessibility

Equity recognizes that advantages and barriers exist. As a result, we don't all start from the same place. Creating and supporting goals and policies that meet the community members where they are (but without advantaging or disadvantaging individuals based on protected characteristics), will help to remove systemic barriers that make accessing basic community services challenging is the desired outcome. Increasing accessibility to important resources and opportunities that best meet residents' needs helps all residents succeed.

Community Engagement

Policies that actively recruit participation and involvement and remove barriers to understanding and participation, fosters a sense of belonging and elevates the conversation for all. Listening tours, surveys, discussion groups, and use of a variety of media and print publications designed to be accessible to community members.

GOALS, POLICIES, & PROGRAMS

These goals, policies, and programs contain steps that the City of Ellensburg will take to create an equitable and safe community.

Goal-1

Provide opportunity for all people in Ellensburg to benefit equitably from City of Ellensburg services, processes, and investments, regardless of identity, ability, community, protected characteristics, or socioeconomic circumstances.

Policy A

Support Policies and Programs that increase accessibility to City services for all.

Program 1

Review City planning policies and strategic plans to ensure services, processes, and investments are considering equitability and accessibility for all.

Program 2

Identify areas of City government where greater accessibility and accommodations are needed to increase access to all members of the public.

Program 3

Actively encourage participation from the public for community projects, events, and recreational activities, through a wide variety of media and information distribution methods.

Program 4

Develop nondiscriminatory methodologies to measure impact of equity, accessibility, engagement, and safety programs over time to continuously improve safety and access to public services, governance, and facilities.

Goal -2

Encourage and Foster Social Engagement to create a welcoming and Strong Community.

Policy A

Support civic education programs that actively engages the entire community, and encourages representation among local leadership, organizations, and agencies from the entire community.

Program 1

Regularly support events and celebrations that highlight the variety of cultural traditions within the community, and that are accommodating and accessible to all.

Program 2

Encourage the creation of shared spaces where cultural foods and traditions can be shared among all members of the community, as well as the creation of public spaces that are accommodating and accessible to all.

ACTION ITEMS:

1. Work with Commissions to begin regular review of current City policies and procedures to ensure the City is actively engaging all community members, supporting equity and building a strong community.

2. Define Strong Community/ Strengthen Community (Commissions and Council)
3. Increase use of Community engagement and social media tools to help with local outreach in an accessible and nondiscriminatory way.
4. Develop a framework of accountability to measure and report progress.

POLICY CONNECTIONS:

The **Housing** chapter includes policies and land use designations that support the development of many types of housing to ensure that people who live and work in Ellensburg have adequate housing choices.

The **Transportation** chapter includes policies related to providing a variety of transportation networks that is available for all community members.

The **Capital Facilities and Utilities** chapter includes policies that focus on providing public facilities and utilities that are accessible and affordable to all community members, including access to the library, reasonably priced utilities, and access to data and technology. This chapter also provides goals centered around providing excellent public safety services.

The **Parks and Recreation** chapter includes policies that focus on providing citywide programs and services that meet all community and group needs, in addition to preserving historical areas and features, while also developing high quality, diversified cultural arts facilities and programs that increase community awareness, attendance, and participation opportunities.

The **Economic Development** chapter includes policies related to growing and sustaining local businesses, while creating opportunities for new businesses that can provide goods and services that meet the needs of the local and regional community.

Exhibit 4

1 Equity



What You Will Find in this Chapter

- ▶ Information about how the Plan was developed with equitable engagement and evaluation process.
- ▶ Goals and policies to provide equity in plans, processes, and investments.
- ▶ Implementation and ongoing tracking of equity outcomes.

Our Equity Value

People of all backgrounds, races, languages, genders, and abilities are provided full and equitable access to achieve their full potential and to thrive. Burien acknowledges that past inequitable planning led to injustices we have today.

An equity value is included in the Vision & Plan Introduction, and applies to all elements.

Introduction

Following are the ways in which the plan was crafted with Equity in mind and how the Plan will be evaluated to be accountable to the values, vision, goals, and policies.

Coordinated engagement through Shape Your City, targeted engagement with community-based organizations, and establishment of a multicultural Community Connectors program.

Plan development through adaptation of a Government Alliance on Race & Equity Toolkit:

- **Identify Outcomes:** Develop shared understanding of key outcomes that will guide the work (equity, resilience, and health metrics).
 - Measurable outcomes are included in each element and developed based on advisory body review and community visioning themes.
- **Study Context and Conditions:** Document history and current situation the community seeks to change.
 - The Housing Element was evaluated for racially disparate impacts, displacement, and exclusion in housing.
 - The Housing Element evaluation was also applied to the Land Use Element and community design related policies.
- **Develop and Test Possible Strategies:** Identify opportunities for change and community-centered, actionable strategies. Test draft strategies by considering their distribution of burdens and benefits, and by gathering community feedback.
 - Each element was screened with a rubric considering benefits and burdens, ability to positively address priorities of overburdened communities, and reduce known disparities.
- **Finalize Recommendations and Support Implementation and Monitoring:** Track indicators for disparate impacts and build long-term community relationships.
 - Each Element has an implementation section with metrics and actions to evaluate the plan on an ongoing basis.
- **Evaluate results** against desired outcomes and share lessons learned.
 - The Comprehensive Plan is subject to a five-year progress report under the Growth Management Act (GMA).

Goals and Policies

Equity is defined here as the full and equal access to opportunities, empowerment, and resources so that all people achieve their full potential and thrive. The City of Burien acknowledges that government policies and practices have disproportionate impacts based on community and identity (such as race, ethnicity, language, housing status, ability, sexual orientation, and gender identity). For example, these disproportionate impacts result in less public investment and more barriers to civic participation for Black, Indigenous, and People of Color (“BIPOC”) communities, immigrant communities, low-income communities, and people with disabilities. Local government has an ongoing responsibility to ensure that all its communities are given the opportunity to thrive and that all communities are valued, respected, and self-directed.

Goal 1.1 Provide opportunity for all people in Burien to benefit equitably from City of Burien services, processes, and investments, regardless of identity, community, or socioeconomic circumstances.

Policy 1.1-1 Analyze social equity impacts in the development of Burien’s strategic plans, policies, programs, and budgets. Structured questions and equity impact analyses will be used to ensure that equity is considered in decision-making processes.

Policy 1.1-2 In the development of public-facing Burien operations and processes such as permitting, communications, park programming, facilities programming, and customer service, provide equitable access for all communities and reduce barriers to public participation.

Policy 1.1-3 Ensure Burien practices foster a climate of equity and inclusivity. Burien is accountable for treating its staff equitably.

Policy 1.1-4 When developing Burien’s strategic plans, policies, and programs, meaningfully engage with the communities who will be most impacted by the plan, policy, or program. Outreach and engagement efforts shall actively seek input from voices that are historically underrepresented in civic decision-making processes, including BIPOC communities, immigrant communities, low-income communities, LGBTQIA+, people with disabilities, and unhoused people. Burien will meet communities where they are by adjusting and adapting to provide more inclusive outreach and engagement.

Policy 1.1-5 Ensure that community engagement opportunities are accessible and inclusive by incorporating a range of locations, times, and formats, use new and emerging technologies, as well as social media, to enhance understanding and participation. Provide accommodations that allow people with disabilities, people with childcare responsibilities, and people with first languages other than English to fully participate.

Policy 1.1-6 Develop Burien’s Capital Investment Plan with a goal of providing equitable access to municipal services such as roads, pedestrian and bicycle facilities, park facilities, and street trees.

Implementation

The Equity Element is implemented through:

- ▶ Burien Strategic Plan.
- ▶ Burien Capital Facility Plan and City Budget including the Capital Investment Plan.
- ▶ The metrics and actions of all other elements in this plan.



MANAGER'S REPORT

DATE: October 20, 2025

To: Ellensburg City Council

FROM: Heidi Behrends Cerniwey, City Manager

1. Ribbon Cutting for Reecer Creek Levee Project on November 7

The City of Ellensburg invites the community to a ribbon cutting ceremony for the Reecer Creek Levee Project on Friday, November 7, 2025, at 9 a.m. The brief ceremony will take place on the Levee located at the northwest intersection of Dolarway Road and Enterprise Way.

2. Park Winterization

On November 1, 2025, all park flush restrooms, as well as the access road into Irene Rinehart Riverfront Park (IRRP), will be closed for the season. Portable restrooms will be located at North Alder Street Park, Mt. View Park, McElroy Park, and Rotary Park. Vault toilets are available at IRRP and Paul Rogers Park. The downtown restrooms located at Unity Park and 3rd & Main will remain open. Weather pending, closed park facilities will reopen by Friday, March 20, 2026.

3. 2025 Comprehensive Plan Amendment Schedule

The City of Ellensburg initiated the 2025 annual docket cycle review process to consider amendments to the City's Comprehensive (Comp) Plan, as outlined in Ellensburg City Code section 15.250.090(D). By the submittal deadline of March 31, 2025, the City received 310 comprehensive plan amendment applications by the Community Development Department. Per the required code process, at the second Council meeting in July, the City Council reviewed suggested items to move forward for consideration in the annual docket review process. At the City Council meeting on July 21, 2025, Council voted in favor of docketing two items for the 2025 Annual Comp Plan Docketing process. Item one (25-01) includes the City's six-year Capital Improvement Plans, and the second (25-02) includes 308 applications (which includes all but one application from the original 309 that was not docketed) related to Chapter 9, Diversity, Equity & Inclusion of the Comp Plan. In addition to docketing 25-02, the City developed a community engagement plan which Council subsequently approved at their meeting on August 4, 2025, which included two Community Conversations and one Common Ground Workshop, which was held on October 4. Item 9A on tonight's agenda provides an overview of the Common Ground Workshop. Staff incorporated discussion and observations from the community meetings into a spectrum of options for Chapter 9. Following Council's recommendation from tonight's meeting, additional steps will be required to complete any actions to adopt the 2025 Comprehensive Plan amendment(s). Additional 2025 actions as scheduled include:

Meeting/Action	Date Scheduled	Note
Planning Commission Public Hearing	11/13/25	Required by Code
City Council Public Hearing& First Reading	12/1/25	Required by Code
City Council Second Reading	12/15/25	Final Adoption

4. Rumors, Questions, and Information

Check this page for updates on rumors, questions, or chatter heard about town to get the facts and information straight from the source. All links are available on the City’s website.

Link to [Rumors & Questions | Ellensburg, WA](#)

Below are some links to current projects listed on the City website in case you need resources to share with others.

[Current Projects | Ellensburg, WA](#)

Current projects in the City of Ellensburg:

- [Affordable Housing](#)
- [Cold Weather Shelter](#)
- [City-County Economic Development Strategic Plan](#)
- [2025 Construction Projects](#)
- [2025 DEI Comprehensive Plan Amendments](#)
- [Ellensburg 2046 Comprehensive Plan Update](#)
- [Urban Forest Management Project](#)
- [Transit Funding](#)
- [Clean Energy Implementation Plan \(CEIP\)](#)

Park Projects

- [Ellensburg Community Fieldhouse](#)
- [Kittitas Valley Memorial Pool](#)
- [Park, Recreation and Open Space Plan](#)
- [Reed Park — Craig's Hill](#)

5. Preview of November 3 Council Agenda

The November 3 study session topic will be the Land Use Code section amendments to allow Council and community members to learn more about the complex code cleanup of Title 15. A Public Hearing will be held during the regular meeting to gather testimony before Council considers adoption of the changes that night. A second Public Hearing on the 2026 Proposed Revenue Sources and Property Tax Levy is also on the agenda, along with a natural gas Pipeline Awareness presentation, an Interlocal Agreement and Memo of Understanding to implement the Kittitas County Economic Development Partnership, and a Proclamation honoring Native American Heritage Month. A recommendation from the Affordable Housing Commission to review a revised proposal for the First Avenue and Pine Street property project will round out the meeting.