

CITY COUNCIL AGENDA

February 17, 2026



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To attend the city council meeting virtually register here:

https://us02web.zoom.us/webinar/register/WN_INhhMmLSLaw6le6ssNVQA

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 ADAACoordinator@ellensburgwa.gov. Five (5) business days' notice is appreciated.

COUNCIL MEETING

GUIDELINES FOR PUBLIC PARTICIPATION

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](http://ECTV.Ellensburg). 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
Tuesday, February 17, 2026
7:00 PM - Regular Meeting**

Pledge of Allegiance

1. Call to Order and Roll Call

2. Proclamations (No Public Comment)

2.A National Black History Month 6

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 February 2, 2026 Regular Meeting 7

5.B Approve Minutes of February 2, 2026 Study Session 12

5.C Approve Minutes of February 6, 2026 Retreat 13

5.D Acknowledge Minutes of Boards and Commissions 15

5.E Project Acceptance – Bid Call 2024-23 Anderson Road Sewer Extension
Phase 2 35

5.F Authorize City Manager's Signature on a Memorandum of Understanding with
IBEW Local 77 36

5.G Approve February 17, 2026 Voucher Listing 40

6. Petitions, Protests, and Communications

6.A Yakima Basin Fish and Wildlife Recovery Board Presentation

7. Public Comment on Non-agenda Issues

8. Business Requiring Public Hearings

9.	Introduction and Adoption of Ordinances and Resolutions	
10.	Unfinished Business	
10.A	Review of ECC Chapter 1.88 - Continue Discussion on Commission Role, Duties, and Responsibilities (Public Comment Opportunity)	41
11.	New Business	
11.A	West Ellensburg Park Playground Purchase (Public Comment Opportunity)	53
11.B	2026 Community Development Long Range Planning Work Program (Public Comment Opportunity)	62
11.C	Ellensburg's 2026 Opioid Funding Contribution to Distribute Through Pooled City/County Grant Process (Public Comment Opportunity)	68
12.	Miscellaneous	
12.A	Manager's Report (No Public Comment)	71
12.B	Councilmembers' Reports (No Public Comment)	
13.	Executive Session	
13.A	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 an increased price.	
13.B	RCW 42.30.110(1)(i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.	
14.	Adjournment	



City of Ellensburg **PROCLAMATION**

Honoring Black History Month 2026

Whereas, the City of Ellensburg recognizes the significance of Black History Month, a time to honor and celebrate the rich cultural heritage, achievements, and contributions of African Americans to our city, state, and nation; and

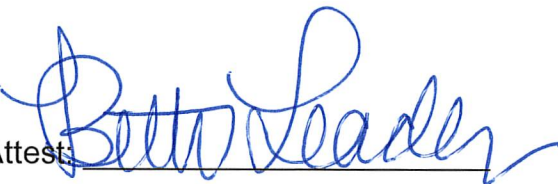
Whereas, African Americans have been integral to the development and progress of Ellensburg, from pioneering community leaders to contemporary innovators, artists, educators, and public servants; and

Whereas, Black History Month serves as a reminder of the enduring struggle for civil rights and social justice; and

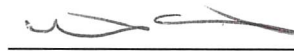
Whereas, the City of Ellensburg is committed to promoting understanding among all its residents, and to ensuring that the contributions of African Americans are recognized, appreciated, and celebrated.

Now, therefore, the Mayor of the City of Ellensburg, hereby proclaims February 2026 as Black History Month in Ellensburg, and encourages all citizens to join in celebrating the achievements and contributions of African Americans. Let us engage in meaningful activities that honor the legacy of Black History and inspire a future of equality and justice for all.

Signed this 17th day of February 2026.

Attest: 

City Clerk



Rich Elliot, Mayor



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of City Council, Regular Meeting

February 2, 2026

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, Rich Elliott, Nancy Goodloe, Nancy Lillquist (present remotely), David Miller, Delano Palmer, Joshua Thompson

Others present in person: City Manager Behrends Cerniwey, City Attorney Horner, City Clerk Leader, Community Development Director Carlson, Housing Program Manager Frey, Associate Planner Rud, HR Director Young, Public Information Officer Klauss, Assistant Finance Director Bassett, Police Chief Wade, Police Captain Clasen, IT Director Goeben, Transit Manager Dunbar and approximately 25 members of the public

Others present remotely via Zoom: Seven members of the public

2. Proclamations

3. Awards and Recognitions

4. Approval of Agenda

Councilmember Palmer moved to approve the Agenda as presented. **Motion Approved 7-0**

5. Consent Agenda

- 5.A Approve Minutes of January 20, 2025 Regular Meeting
- 5.B Approve Minutes of January 20, 2026 Joint Study Session
- 5.C Acknowledge Minutes of Boards & Commissions
- 5.D Bid Award for 22-122 Bull Rd & Mountain View Ave Traffic Signal & Intersection Improvements – Bid Call 2026-01
- 5.E Project Acceptance – Bid Call No. 2025-01 - 2025 Residential Sidewalk Repair Project
- 5.F Project Acceptance – Bid Call 2025-13 Dry Creek 24" Valve Replacement Project

- 5.G Interlocal Agreement for Provision of Yakima-Ellensburg Commuter Service
- 5.H Microsoft License Annual Payment
- 5.I City-County Library Services Agreement
- 5.J Community Grant Deadline Extension Request - Ellensburg Community Radio (Public Comment Opportunity)
- 5.K Approve February 2, 2026 Voucher Listing

Councilmember Goodloe moved to approve the Consent Agenda. **Motion Approved 7-0**

6. Petitions, Protests, and Communications

- 6.A Diversity, Equity, & Inclusion (DEI) Commission Appointments - Amber Darting, Judd Ike Grey, Cody Natland (Public Comment Opportunity)
Councilmember Goodloe made a statement regarding selection of the recommended DEI Commission members.

Nicole Klause, Public Information Officer, spoke regarding the recommended appointments of three members and introduced Amber Darting and Judd Ike Grey, who both spoke regarding their interest in serving on the commission. Cody Natland was not present.

Councilmember Goodloe moved to approve the appointment of Amber Darting, Judd Ike Grey and Cody Natland to the DEI Commission. **Motion Approved 6-1 Thompson voted no**

7. Public Comment on Non-agenda Issues

Public Comment was heard from the following citizens:

Pat Kelleher
Candice Comfort
Jennifer Patteson

8. Business Requiring Public Hearings

9. Introduction and Adoption of Ordinances and Resolutions

- 9.A Second Reading of Ordinance 4978 - Amending Ellensburg City Code Chapter 2.07 - Sale or Disposition of Surplus Personal Property (Public Comment Opportunity)
Keith Bassett, Assistant Finance Director, presented information in the staff report.

Councilmember Palmer moved to conduct second reading and adoption of Ordinance 4978 - Amending Ellensburg City Code Chapter 2.07 - Sale or Disposition of Surplus Personal Property. **Motion Approved 7-0**

- 9.B Ordinance 4980 (2nd Reading) - Approving Rezone of 2011 Old Hwy 10 (Public Comment Opportunity)

Mark Rud, Associate Planner, presented information in the staff report.

Councilmember Miller moved to conduct second reading and adoption of Ordinance 4980, approving rezone of 2011 Old Hwy 10 from Commercial Highway (C-H) to Light Industrial (I-L). **Motion Approved 7-0**

10. Unfinished Business

11. New Business

- 11.A Yakima Humane Society Ellensburg Animal Shelter Contract (Public Comment Opportunity)

Cameron Clasen, EPD Captain, presented information in the staff report. Public comment on the topic was heard from citizen Pat Kelleher.

Councilmember Goodloe moved to authorize the City Manager to sign a contract agreement as attached or in substantially similar format with Yakima Humane Society to continue animal shelter operations for the City of Ellensburg through 2028, and approve the necessary budget adjustments. **Motion Approved 7-0**

- 11.B Peregrine Software Annual Subscription (Public Comment Opportunity)

Cameron Clasen, EPD Captain, presented information in the staff report. Mack Larkin with Peregrine was present remotely to review information concerning services provided. Council asked questions of staff. Public comment on the topic was heard from citizen Dave Stugill.

Councilmember Palmer moved to authorize the City Manager to sign the Order Form as attached or in substantially similar format with Peregrine. **Motion Approved 7-0**

- 11.C Professional Services Agreement between the Ellensburg Downtown Association and the City of Ellensburg (Public Comment Opportunity)

Kelle Vandenberg, Arts & Economic Development Manager, presented information in the staff report. Teresa Channes, EDA Director, presented information to Council. Council asked questions of Ms. Chanes and city staff.

Councilmember Miller moved to approve the City Manager's signature on the 2026-2027 Professional Services Agreement (PSA) between the Ellensburg Downtown Association and the City of Ellensburg. **Motion Approved 6-0 Palmer abstained**

- 11.D Interlocal Agreement with KVFR for IT Services (Public Comment Opportunity)

Jim Goeben, IT Director, presented information in the staff report.

Councilmember Palmer moved to authorize the City Manager to sign the

Interlocal Agreement for IT Services between the City of Ellensburg and KVFR and future annual adjustments to the cost allocation. **Motion Approved 7-0**

11.E Consider Affordable Housing Funding Application from Habitat for Humanity - Willow Street Project (Public Comment Opportunity)

Mayor Elliott and Councilmember Palmer announced they would abstain from participating and voting on this item.

Lily Frey, Housing Program Manager, presented information in the staff report. Marie Spengler, Ali Sheibani, and Stephanie Bohman, representing Habitat for Humanity, presented information to Council. Council asked questions of Habitat staff. John Gillilan, Habitat Chief Impact Officer (present remotely), also answered questions.

Public comment on the topic was heard from the following citizens:

Jennifer Patteson

Pat Kelleher

Councilmember Goodloe moved to authorize the Mayor to sign the letter of intent and direct staff to develop affordable housing agreement for the Willow Street Project. **Motion Approved 3-2 (Beachamp & Thompson voted no) Elliott and Palmer abstained**

11.F Consider Affordable Housing Funding Application from Odd Fellows Lodge #20 Housing Project (Public Comment Opportunity)

Lily Frey, Housing Program Manager, presented information in the staff report. Doug Bommersbach and Frank Rowland with the Office of Rural & Farm worker Housing, presented information to Council. Council asked questions of representatives and Dave Sturgill, Odd Fellows representative, also answered questions.

Councilmember Miller moved to authorize the Mayor to sign the letter of intent and direct staff to prepare an affordable housing agreement with Odd Fellows Lodge #20. **Motion Approved 6-0 Palmer abstained**

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 Beauchamp attended the LEOFF I board meeting
- Councilmember Goodloe attended the KCCOG meeting and participated in DEI interviews
- Councilmember Miller attended the LEOFF I Board meeting
- Councilmember Lillquist reported on the Environmental Commission, Recovery Board needs a Citizen Advisory Committee volunteer
- Mayor Elliott requested an excused absence for the April 20, 2026 meeting and commented regarding the poor outlook on the future water

supply.

Councilmember Miller moved to approve an excused absence for Mayor Elliott at the April 20, 2026 regular meeting. **Motion Approved 7-0**

13. Executive Session

14. Adjournment

Meeting adjourned at 8:48 pm

Mayor

ATTEST:

City Clerk



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of City Council, Study Session

February 2, 2026

6:00 PM

Council Chambers

501 North Anderson Street

Ellensburg, WA 98926

And remotely via Zoom

Study Session

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

Others present in person: City Manager Behrends Cerniwey, City Attorney Horner, City Clerk Leader, Planning Manager Henderson, Community Development Director Carlson, Housing Program Manager Frey, Associate Planner Rud, Arts & Economic Development Manager Vandenberg, Engineering Services Manager Mayo and approximately five members of the public

Others present remotely via Zoom: Two members of the public

- A 2026 Comprehensive Plan Periodic Update
Stacey Henderson, Planning Manager, in addition to Andrew Oliver with Leland Consulting and Kirsten Peterson with SCJ Alliance, presented information concerning the project status. Council asked questions of staff.

14. Adjournment

Meeting adjourned at 6:49 pm

Mayor

ATTEST:

City Clerk



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of City Council, Retreat

February 6, 2026

8:00 AM

Council Chambers

501 North Anderson Street

Ellensburg, WA 98926

And remotely via Zoom

Retreat

Councilmembers Present: Sarah Beauchamp, Rich Elliott, Nancy Goodloe (arrived at 8:10 am), Nancy Lillquist, David Miller (arrived at 8:20 am), Delano Palmer, Joshua Thompson (arrived at 8:04 am)

Others present in person: City Manager Behrends Cerniwey, City Attorney Horner, HR Director Young, Finance Director Pascoe, Community Development Director Carlson, Public Information Officer Klauss, EPD Chief Wade, Energy Services Director Stanavich, Engineering Services Manager (Acting Director) Mayo, Parks & Recreation Director Case, Library Director Camarillo, Assistant Finance Director Bassett, Budget Officer Del Prete and Priority-Based Budget Consultant, Mike Bailey. No members of the public were present.

A City Council Retreat Activities and Priority-Based Sustainable Budget Orientation

Following introductions, City Manager Behrends Cerniwey provided an overview of schedule, context for setting priorities, and reviewed recent City accomplishments.

Department directors provided an update of priorities and challenges in their departments and divisions.

Council and staff participated in an exercise to affirm and update the 2024-2029 Council's Strategic Vision. Staff will refine the feedback provided and synthesize into vision and priorities, which will be brought back to them at a future meeting.

Consultant Mike Bailey provided a comprehensive overview of Priority-Based and Sustainable Budget Orientation.

Council and staff asked questions.

Mayor Elliott left the meeting at 11:45 am

14. Adjournment

Meeting adjourned by Mayor Pro Tem Lillquist at 12:25 pm

Mayor

ATTEST:

City Clerk



CITY OF ELLENSBURG

Minutes of Affordable Housing Commission, Regular Meeting

Date of Meeting

January 7, 2026

Time of Meeting

4:30 PM

Place of Meeting

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

1. Call to Order and Roll Call of Members

Commissioner Bedsaul called the meeting to order at 4:30 p.m.

Present: Sarah Bedsaul, Courtney Garzone, Dan Witkowski, Delano Palmer, Sarah Syverson, Kim Funston

Absent: John Perrie

Others Present: Dan Carlson, Community Development Director; Heidi Behrends Cerniwey, City Manager; Lily Frey, Housing Program Manager

Odd Fellows Lodge #20 Housing Project: Frank Rowland, Doug Bommersbach, David Sturgell, Dave Stoltz

Habitat for Humanity Seattle-King and Kittitas Counties: Marie Spengler, Liz Beebe Hyland, Stephanie Bohman, Marissa London, John Gillilan, Ali Sheibani, Mei Ninman, Ryan Makinster

and one or more members of the public

2. Approval of Agenda

Commissioner Palmer moved to approve the agenda. Motion passed 6-0.

3. Approval of Minutes

3.A December 3, 2025 regular meeting minutes

Commissioner Garzone moved to approve the December 3, 2025 meeting minutes. Motion passed 6-0.

4. New Business

4.A Election of 2026 chair and co-chair

Commissioner Funtson nominated Commissioner Bedsaul as chair; Bedsaul declined the nomination. Commissioner Bedsaul nominated Commissioner Garzone as Chair. Motion passed 6-0. Commissioner Garzone took over chairing the meeting. Commissioner Palmer nominated Commissioner Witkowski as Co-chair. Motion passed 6-0.

4.B Consider Odd Fellows Lodge #20 Housing Project application for funding

Frey presented an overview of the Odd Fellows Lodge #20 Housing Project

application and proposed development and current housing sales tax fund balance. Doug Bommersbach and Frank Rowland presented the organizations supporting the proposal, the Office of Rural and Farmworker Housing (ORFH) and Odd Fellows Lodge No, 20, the site, project total budget, layout and timeline.

Commissioners asked about timing for feedback from additional funding applications, site design options and additional phase planning, backup funding options, construction partners, income reporting and property management roles, unit sizes, bus service, improvements required on Pfenning Road. Dave Sturgell added background on discussions with City transit for potential service to the development. Commissioners discussed the challenges of a partially funded project waiting to hear back from other grant applications and the timing of City support.

Commissioner Bedsaul moved to recommend the Odd Fellows Lodge #20 to City Council for full funding. Commissioner Palmer recused himself based on his role as a board member for Habitat for Humanity Seattle - King and Kittitas Counties, another funding applicant.

Commissioners discussed the target populations served by the project, potential neighbor feedback and the contribution of the project to preserving the cemetery and overall community contribution. Commissioners highlighted the need to communicate about project benefits to the community overall and stressed the importance of good property management.

Motion passed 5-0. (Palmer recused)

5. Unfinished Business

- 5.A Consider Habitat for Humanity application for funding for Willow Street project. Frey recapped the basics of the Habitat for Humanity Seattle - King and Kittitas Counties Willow Street proposal. Marie Spengler presented the project more generally, including Habitat's programmatic focus, homeowner selection process, local development pipeline, the Willow street design, schedule and budget.

Commissioners discussed the proposed prices per unit and per square foot, site layout, the resale process, mortgage affordability levels, the value of affordable homeownership, the land trust model, the project location and proximity to services. Commissioners asked if Habitat had conducted other funding outreach and discussed the trade-offs of the time required to apply to complementary funding sources. Commissioners expressed appreciation for the role Habitat and affordable homeownership projects in the community. John Gillilan clarified the timing of funding will influence Habitat's ability to maintain continuity of staffing and volunteers between Stuart Meadows and Willow Street projects.

Commissioners asked about other proposals in the pipeline and the total

available sales tax funding. Commissioners discussed the trade-offs between waiting for Habitat to identify additional funding sources and providing full funding for the proposal. Stephanie Bohman highlighted additional requirements for affordable homeownership developers and local economic benefits related to homeownership.

Councilmember Palmer noted he would abstain from the vote as a Habitat board member. Commissioner Garzone moved to recommend to City Council to fully fund the Willow Street Project. The motion passed 3-2. (Palmer recused.)

6. Public Comment

Bill Hinkle recommended that the commission offer public comment earlier in the agenda to be able to hear feedback on the proposals and as a point of process. Commissioner Garzone recommended including this as an agenda item for the next meeting.

7. Staff Update/Discussion Items

7.A January-June 2026 draft work program

Frey summarized the draft work program and noted that more time may be required for work on the comprehensive plan and other agenda items will move as needed. Hal Holmes is booked for an accessory dwelling unit (ADU) event on April 15, 2026.

8. Commission Representative Update

Commissioners Garzone and Palmer noted news stories indicating federal opposition to large companies buying single-family homes, which could affect housing affordability.

9. Adjournment

Commissioner Garzone adjourned the meeting at 5:55 p.m.



CITY OF ELLENSBURG

**Minutes of Affordable Housing Commission, Joint meeting
with Planning Commission**

Date of Meeting

January 8, 2026

Time of Meeting

5:45 PM

Place of Meeting

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

1. Call to Order and Roll Call of Members

Chair Harrell called the meeting to order at 5:45 PM.

Planning Commission Present: Ed Harrell, Michael Buehn, Skylar Bisom-Rapp, Geraldine O'Mahony, Joe Sheeran, George Bottcher (arrived at 5:56PM)

Planning Commission Absent: Sathy Rajendran

Affordable Housing Commission Present: Delano Palmer, Sarah Bedsaul, Sarah Syverson, Kim Funston, Courtney Garzone, Dan Witkowski, John Perrie

Affordable Housing Commission Absent: None

Others Present: Andrew Oliver, Leland Consulting Group; Heidi Behrends Cerniwey, City Manager; Dan Carlson, Community Development Director; Stacey Henderson, Planning Manager; Lily Frey, Housing Program Manager; Mark Rud, Associate Planner; David Miller, Council liaison, and several members of the public.

2. Approval of Agenda

Commissioner Witkowski moved to amend the agenda to consider 4B - Review and discussion on Comprehensive Plan Periodic Update: Land capacity analysis and proposed zoning changes overview with Andrew Oliver of Leland Consulting before 4A - Planning Commission election of chair and co-chair. Motion passed 12-0.

3. Approval of Minutes

- 3.A Planning Commission November 13, 2025 regular meeting minutes
Commissioner Sheeran moved to approve the November 13, 2025 Planning Commission regular meeting minutes as presented. Motion passed 5-0.

4. New Business

- 4.A Review and discussion on Comprehensive Plan Periodic Update: Land capacity analysis and proposed zoning changes overview with Andrew Oliver of Leland Consulting.
Henderson introduced the session goals of presenting work to date and gathering initial feedback and recapped the overall comprehensive plan update process. Frey shared housing allocations to the City by income band based on County allocations. Oliver presented an overview of the Land Capacity Analysis

(LCA) process and assumptions.

Commissioners discussed the overall growth planning assumptions, connections between jobs and housing, and how the LCA relates to urban growth area (UGA) expansion, and annexations and zoning changes. Oliver shared the initial calculations of land available by housing income bands, which indicates a small deficit of land available for multifamily housing for 0-80% AMI households. Frey presented proposed zoning changes to increase multifamily capacity, including potential changes south of Umptanum Road, along West University Ave, along North Airport Road and near North Water Street and Helena Ave. Commissioners asked about county vs. city income levels and reflections in housing figures.

Commissioners asked about analysis of public service impacts from proposed rezones, which have been considered in transportation modeling to date and will be considered in the Comp plan process based on the commissions' recommendations. Commissioners recommended considering Commercial Highway (C-H) zoned parcels along University Ave East for rezone potential to Central Commercial II (CC-II), which would allow developers access to the multifamily tax exemption program. Commissioners recommended considering mixed-use zoning for the Airport Road and Helena and Water areas to allow for desired neighborhood services and numbering these proposed changes to allow for separate consideration.

Commissioners identified that some parcels identified for potential rezone along North Airport Road would be affected by the airport overlay and expressed interest in revisiting the overlay zone definition and relevant restrictions. Commissioners expressed support for pursuing all of the proposed rezone options recognizing the need for more multifamily housing. Commissioners encouraged staff to consider how comp plan policies could affect underutilized parcels, particularly in central locations.

- 4.B Planning Commission election of chair and co-chair
Commissioner Bisom-Rapp nominated Commissioner O'Mahony as Planning Commission chair. Motion passed 6-0.
Commissioner Bottcher nominated Commissioner Bisom-Rapp as Planning Commission co-chair. Motion passed 6-0.

5. Unfinished Business

None.

6. Public Comment

None.

7. Staff Update/Discussion Items

- 7.A Recap of Council action: Comp Plan Chapter 9 & Land Development Code
Henderson noted that Council followed the Planning Commission's recommendations as edited passing an ordinance of Title 15 changes including temporary sales use, binding site plan regulations, co-living housing and code

cleanup, adopting these changes in November 2025. The ordinance changes are currently in force and will be reflected on the City's code website in the coming months. Council followed the Planning Commission's capital improvement plan recommendations and adopted the changes. Council ultimately chose to adopt the alternate revisions to Chapter 9 of the Comprehensive Plan submitted by the Diversity, Equity and Inclusion (DEI) Commission rather than the staff recommended revisions of this chapter with a rewrite planned in 2026. Henderson thanked commissioners for their work on these challenging topics.

Commissioners asked about next steps for the Planning Commission to review comprehensive plan elements; Henderson noted that there will be regular reviews of draft elements through June with adoption required by December 2026. Commissioners wishing to raise issues for consideration in the periodic update process should send those questions or suggestions to Henderson.

8. Commission Representative Update

None.

9. Adjournment

Chair O'Mahony adjourned the meeting at 7:28 pm.

CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Diversity, Equity & Inclusion

Commission Meeting

January 13, 2026

3:00 PM

Council Chambers & Zoom

1. Call to Order and Roll Call

Chair Nancy Goodloe called the meeting to order at 3:16 p.m.

Roll Call Present: Phil Backlund, Kandee Cleary, Nancy Goodloe, Amber Hoefer, and M. Eliatamby-O'Brien.

Also present: Nicole Klauss, staff member assigned to the DEI Commission; Heidi Behrends Cerniwey, City Manager; Dan Carlson, Community Development Director; Stacey Henderson, Planning Manager; Ruben Cardenas, CWU Associate Vice President liaison; Ramona Bryant, League of Women Voters of Kittitas County; applicant Cody Natland; applicant Jeffrey St. John; applicant Judd Ike Grey; applicant Amber Darting; 3 members of the public (2 in person and 1 online).

Applicants Amber Darting, Jeffrey St. John, and Judd Ike Grey provided introductions. The other applicant provided an introduction at the previous meeting.

2. Approval of the Agenda

Commissioner Cleary moved to approve the agenda. Commissioner Backlund seconded the motion. There was no discussion. **Motion approved 4-0.**

3. Approval of Commission Minutes from December 9, 2025 Meeting

Commissioner Backlund moved to approve the meeting minutes from the December 9, 2025 DEI Commission meeting. Commissioner Cleary seconded the motion. There was no discussion. **Motion approved 4-0.**

4. New Business

A. The Commission received an overview of the Comprehensive Plan Periodic Update from Community Development staff member Stacey Henderson. Commissioner Cleary volunteered to act as the DEI Commission liaison to consult on the climate chapter. Commissioner Backlund volunteered to act as the DEI Commission liaison to consult on the housing chapter.

B. Chair Goodloe led a discussion about proclamations. The proclamations subcommittee will be making the proclamations shorter and trying to get final versions to staff earlier. Goodloe is waiting for direction from the Mayor about whether they will be read at Council meetings again.

C. Staff requested the Commission move the February DEI Commission to Tuesday, February 3 due to a quorum issue. Commissioners all indicated they could be present on the new date. Staff will update City calendars.

D. Chair Goodloe provided a brief overview of the upcoming Joint Study Session With City Council on Tuesday, January 20. There will be a brief update from City staff on Chapter 1.88 and the majority of the time will be spent looking at DEI Commission activities so the City Council can provide some direction on what they want to see from the Commission. Staff shared a list of items that will be printed on large posters for the activity. Commissioner Hoefer asked for copies of the DEI Commission's annual report be available for Councilmembers.

5. Liaison Reports

CWU liaison Ruben Cardenas reported:

- There is a Peace March on January 21 at noon on campus. It is open to everyone and will start at the Wildcat statue outside of the Student Union and Recreation Center (SURC).
- There is a MLK remembrance program on January 21 at 6 p.m. in the SURC Theatre.
- CWU SLICE is doing service in the community all week for MLK Week of Service.
- Jennifer King will be doing a presentation at CWU on Feb. 5. King was the first black female coach in NFL history.

6. Subcommittee Reports

Grant Subcommittee: Staff reported the five DEI grant recipients submitted their reports on their project and reimbursement requests. Reports were included in the packet.

7. Commission Member Reports

Commissioner Hoefer attended a meeting with City staff and Commissioner Eliatamby-O'Brien regarding the Comprehensive Plan.

Chair Goodloe will be serving as a Council liaison to the Parks and Recreation Commission this year.

Commissioner Eliatamby-O'Brien has been in contact with the Multicultural Center at CWU discussing a possible event for this year. Eliatamby-O'Brien also brought up the idea of a block party, which was previously suggested by Tylene Carnell.

8. Staff Report

Staff Reported:

- Blank name plate stands were ordered for all commissioners or Councilmembers to use. This was not taken from the Commission's budget.
- The Library's 116th birthday celebration is on January 20.
- The Library offers Friday Tech Time for technology help. Contact the reference desk.

- Free Collage Club Collaborative Workshop on January 27.
- Reminder City facilities are closed on January 19 for MLK Jr. Day.

9. Public Comments

Chair Goodloe called for public comment.

- William Coleman provided public comment.

10. Adjourn

Meeting adjourned at 4:07 p.m.

Nicole Klauss, staff member assigned to the DEI Commission

Drafted: 1/14/26

Approved: 2/3/26

3. Approval of Minutes

3.A

Motion to Approve the September 16, 2025, Meeting Minutes.

Motion to Approve the September 16, 2025, Meeting Minutes was made by committee member Chrisman.

The motion carried 8-0.

4. Follow Up Items

4.A

Transit Surveys.

Transit Strategic Surveys will be reviewed at the Transit Strategic Retreat.

4.B

ETAC Retreat

The Transit Strategic Plan Retreat will be held on November 10th from 10 am to 2 pm. Lunch will be provided. An agenda will be sent to members, staff and invited guests.

4.C

The 2 MOU's and 2 Interlocal Agreements

All agreements were approved by the City Council on October 6th, 2025.

5. Ridership Stats

5.A

Share September 2025 Ridership Stats

September 2025, Ridership Stats were shared with committee members.

6. Agenda Items

There were no Agenda Items.

7. Marketing Updates

7.A

Marketing updates

Marketing will be increasing during the next two weeks.

8. Transit and Transportation Updates

8.A

Comp Plan Update

Staff indicated that development of the traffic section of the Comprehensive Plan Update is underway. The consultant has completed a level of service (LOS) analysis for existing traffic conditions and will use projected land use data once available to calculate future LOS.

8.B

Existing Traffic Level of Service Analysis

Staff provided a brief explanation of LOS. This information is used to identify needed projects to avoid traffic congestion in the transportation system.

8.C

Capital Improvement Projects

Staff gave capital improvement project status updates on the Water Street Overlay, Bull Rd/Willow St and Mtn View Ave signal, and the annual residential sidewalk repair program.

8.D

ADA Capital Project Updates

Staff provided updates on the current ADA Capital Improvement Projects on Dolarway and the estimated dates of the installation of three bus shelters.

9. Member Updates

9.A

As Time Permits.

It was decided to change the Transportation Advisory Committee name to Ellensburg Transportation Advisory Committee (ETAC).

Bus Shelter lighting issues were brought up. Staff will review the lighting and report the findings at the November meeting.

10. Next TAC Meeting

10.A

November 18, 2025.

11. Adjournment

The Meeting Adjourned at 4:40 PM.

committee member Hurson.

The Motion Carried 7-0.

3. Approval of Minutes

3.A

There are no November 18, 2025, Meeting Minutes as the November 18, 2025, ETAC Meeting was not held due to a lack of a quorum.

3.B

Motion to approve the October 21, 2025, ETAC Meeting Minutes.

Motion to approve the October 21, 2025, ETAC Meeting Minutes was made by committee member Hurson.

The motion carried 7-0.

4. Transit Updates

4.A

November 2025 Transit Information.

Staff reviewed the November ridership stats with committee members as well as the November fixed route on-time performance for early and late trips.

4.B

Vote Information.

The final tally of the Proposition 1 votes was shared with the committee.

4.C

Simplify Transit.

Staff reviewed Simplify Transit service alerts and alert subscriptions to committee members.

4.D

Fixed Route, Paratransit and Cabulance RFP's.

It was announced to the committee that the City of Ellensburg/Transit Department will be going out to RFP for all 3 services.

4.E

Central Washington University Financial Contribution.

The new CWU Contribution to Ellensburg Central Transit was shared with committee members.

4.F Motion to Approve the Fixed Route, Paratransit and Cabulance Agreement Amendments to provide additional compensation for HopeSource to offset

increased insurance rates, wages and operational costs by committee member Hurson.

Motion carried 7-0.

5. Transportation Updates

5.A

Draft Resolution No. 2026-01.

Motion to amend the Transportation Improvement Plan was made by committee member Hurson.

The motion carried 7-0.

5.B

ETAC Agenda Report for the Six-Year TIP Resolution to amend 2026-2031.

A favorable recommendation was provided by the committee to recommend Council adopt the resolution for the TIP amendment and authorize staff to perform paperwork associated with the project grants.

5.C

Exhibit A Six-Year TIP 2026-2031 Amendment #1

The TIP Amendment #1 exhibit was presented to the Committee.

5.D

Funded - 4 - Ellensburg - 2026 Overlay.

The TIB award letter for the 2026 Main Street Overlay was presented to the Committee.

5.E

Funded - 4 - Ellensburg - Umptanum Road - Anderson Road Roundabout.

The TIB award letter for the Umptanum Rd - Anderson Rd Roundabout was resented to the Committee.

5.F

Follow-up Items: Vantage Hwy. Shared Use Pathway, 3rd Ave Pathway, Umptanum & Anderson Roundabout, and Canyon Rd Overlay, SWR.

Staff hired a Design Consultant for The Vantage Hwy. Shared Use Pathway. A short presentation was shared for two upcoming transportation grant opportunities for the Washington State Pedestrian/Bicycle program and the Safe Routes to School program. The Committee was asked to provide feedback on any project ideas for these two grants.

6. Member Updates

6.A

Open to ETAC Members.

7. Next ETAC Meeting

7.A

January 20, 2026.

8. Adjournment

The meeting was adjourned at 4:44 PM.



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of LEOFF 1 Disability Board, Regular Meeting

December 17, 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 8:03 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 four claims. **Motion**

Approved 4-0

3. Approval of Minutes

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

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

Approved 4-0

4. Unfinished Business

Beth reported on the status of the new Regence insurance for retirees.

5. New Business

5.A Eight claims from four retirees

Four additional claims were received for board review, for a total of twelve claims.

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

Approved 4-0

6. Miscellaneous

7. Adjournment

Meeting adjourned at 8:12 am



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Planning Commission, Regular Meeting

November 13, 2025

5:45 PM

Council Chambers

501 North Anderson Street

Ellensburg, WA 98926

And remotely via Zoom

1. Call to Order and Roll Call of Members

Commissioner Harrell called the meeting to order at 5:45 p.m.

Present: Michael Buehn, Ed Harrell, Geraldine O'Mahony, George Bottcher, Sathy Rajendaran, Skylar Bisom-Rapp, Joe Sheeran

Absent:

Others Present: Stacey Henderson, Planning Manager; Dan Carlson, Community Development Director; Heidi Behrends Cerniwey; Derek Mayo, City Engineer; Chris Horner, City Attorney; David Miller, City Council Liaison; Kathy Boots, Planning Technician; Nancy Goodloe; and several members of the public.

2. Approval of Agenda

Commissioner Bisom-Rapp motioned to approve the agenda. Motion passed 7-0.

3. Approval of Minutes

3.A Review of October 23, 2025 Study Session Minutes

Commissioner Sheeran motioned to approve the October 23, 2025, regular meeting minutes. Motion passed 7-0.

4. New Business

4.A Public Hearing (Legislative) to Consider 2025 Annual Comprehensive Plan Amendments.

The public hearing to consider the 2025 Annual Comprehensive Plan Amendments was opened. Henderson summarized her staff report for amendments 25-01 and 25-02. Comprehensive Plan Amendment 25-01, the Capital Improvement Plans, with exhibits, were reviewed and staff recommended approval. Comprehensive Plan Amendment 25-02.001-.308 to Revise Chapter 9 of the Comprehensive Plan with exhibits was reviewed. The City Council recommended revising Chapter 9 as it currently reads to avoid legal exposure and to rewrite the entire chapter, policies, and goals in 2026 in conjunction with the DEI Commission. The meeting was opened to testimony.

Public testimony was heard about Chapter 9 by Cari Vickers, Beryl Kelley, Rosy Hall, Candice Comfort, Amber Hoefer, Jennifer Patteson, Phil Backlund,

and Christopher Hobbs.

Staff had nothing to add. Commission members asked staff questions. The options for the motion were reiterated. The public hearing was closed.

Commissioner Bisom-Rapp motioned to approve the revised chapter with changes that include not striking anything, and rather adding language to Chapter 9 that explicitly deals with compliance with executive order 14151, executive order 14173, the Attorney General's memos from March 21 and July 29, and as referenced in the document titles 6 & 7 of the Civil Rights Act of 1964. The Commission deliberated. The motion failed 2-5 (Joe Sheeran, Michael Buehn, Sathy Rajendran, Ed Harrell, Geraldine O'Mahony voting against the motion).

Commissioner Buehn motioned to recommend approval of the Comprehensive Plan Amendment 25-01 to the City Council for approval. Motion passed 7-0.

Commissioners clarified with the Director that review of Chapter 9 of the current Comprehensive Plan would be rewritten in 2026 and some members would like to include a recommendation from the Planning Commission that the City Council include some guidance that staff start with the existing Chapter 9 in that discussion. The existing Chapter 9 would not be enforced in the interim. The amended Chapter 9 would be in effect until Chapter 9 is rewritten in 2026.

Commissioner O'Mahony motioned to disapprove the rewrite of Chapter 9. Motion failed 3-4 (Joe Sheeran, Michael Buehn, Sathy Rajendran, Ed Harrell voting against the motion).

Commissioner Sheeran motioned to approve the revised Chapter 9, as written by City staff. Commissioner Bisom-Rapp motioned to amend the motion that Planning Commission approves the changes as written with explicit guidance to council that they be clarified with their acceptance of them that this is for the purpose of legal compliance, in the short term while our Comprehensive plan update process carries out through 2026. The acceptance of these edits does not in the affirmative or negative, bias whether the language of Chapter 9 as it stands is or is not appropriate. Discussion ensued. Amended motion passed 4-3 (Geraldine O'Mahony, Joe Sheeran, and George Bottcher voted against the amendment). The original motion with amendment passed 5-2 (Geraldine O'Mahony and George Bottcher voted against the motion).

5. Unfinished Business

None.

6. Public Comment

None.

7. Staff Update/Discussion Items

The December meeting was cancelled.

Individual Commission members can go to the City Council and speak for themselves.

8. Commission Representative Update

No update.

9. Adjournment

The meeting was adjourned at 7:23 p.m.



Meeting Date: February 17, 2026
City of Ellensburg
City Council Agenda Report

Agenda Subject: Project Acceptance – Bid Call 2024-23 Anderson Road Sewer Extension Phase 2
Submitted by: Austin Nickerson, Civil Engineer
Department: Public Works

Suggested Motion/Action:
Accept Bid Call #2024-23 as complete

Background/Summary:

Nine bids were received on Wednesday, December 4, 2024 for the above-mentioned project. Two bids were withdrawn by the respective bidders. Bid Call 2024-23 consisted of one schedule for the construction of 4,150 LF of 18" sewer line from 3rd Ave and Lincoln St to connect to the 18" sewer line that was completed during Phase 1. This also included all work associated dewatering, treatment, lift station decommissioning and surface restoration.

Century West Engineering designed and prepared bid specifications for this project, Bid Call #2024-23. City staff provided administration for the above schedule of work associated with this bid call. Staff has recently received all necessary project closeout paperwork from the contractor and Council is now being requested to accept the project as complete.

Previous Council Action:

December 16, 2024 Regular Council Meeting – Council awarded the above-mentioned project to Halme Construction, Inc.

Analysis:

The original contract bid amount for the project was **\$3,732,862.40** with the final contract amount being **\$3,738,627.88**. This 0.15% overrun was due to bid item quantity changes from original design and were approved by City staff.

Financial Impact:

This project was completed within the budgeted amount from the 2025 Sewer Fund. The original budget for this project was adjusted by transferring the necessary funds that had been previously budgeted for the RAS building due to the priority of the sewer project.

Budget Adjustment: No

Attachments:

None



Meeting Date: February 17, 2026
City of Ellensburg
City Council Agenda Report

Agenda Subject: Authorize City Manager's Signature on a Memorandum of Understanding with IBEW Local 77
Submitted by: Lisa Young, HR Director
Department: Human Resources

Suggested Motion/Action:

Authorize the City Manager's Signature on the MOU with IBEW 77 to correct scrivener's errors.

Background/Summary:

During preparation of the final draft of the current Collective Bargaining Agreement (CBA), a couple of inadvertent errors were made that did not come to either party's attention until after implementation. This Memorandum of Understanding (MOU) will correct the errors and incorporate the intended language.

Previous Council Action:

Approval of the 2025-2027 Collective Bargaining Agreement with IBEW at the November 3, 2025 meeting.

Analysis:

Two scrivener's errors were realized after implementation of the 2025-2027 CBA, as follows:

1. Section 1.10.1 - During negotiations for the current CBA, the parties agreed that FR clothing for IBEW employees would be ordered through the vendor of the employee's choice as long as the clothing satisfies the WISHA/OSHA requirements for electrical worker safety. However, during preparation of the final draft, the prior contract language was not updated to reflect the agreed-upon language.
2. Signing and Referral Bonus - On April 17, 2023, the parties agreed to an MOU which implemented a signing bonus of \$10,000 (paid in two \$5,000 increments), to assist with recruitment of currently budgeted Lineworker positions, as well as a referral bonus that would be available to any current Lineworker who recruited a new Journeyman Lineworker. During negotiations for the current CBA, the parties agreed that this would be incorporated into the new Agreement; however, it was overlooked during preparation of the final draft.

Financial Impact:

A budget adjustment should not be necessary because they were previously agreed to in 2023 and in place during the current budget cycle.

Budget Adjustment: No

Attachments:

1. MOU Ellensburg FR Vendor & Signing Bonus CBA - 02.10.2026

MEMORANDUM OF UNDERSTANDING

Between the City of Ellensburg and IBEW Local 77

Re: Correction of Scrivener's Errors – Section 1.10.1 (FR Clothing Vendor) and Appendix A (Signing Bonus/Referral Bonus)

This Memorandum of Understanding ("MOU") is entered into by and between **The City of Ellensburg** ("Employer") and **IBEW Local 77** ("Union") for the purpose of correcting a clerical inconsistency in the executed 2025-2027 collective bargaining agreement ("Agreement").

The parties acknowledge that during negotiations for the current Agreement, the Employer proposed language on **February 26, 2025**, allowing bargaining unit employees to select the vendor of their choice for FR clothing purchases, consistent with existing practice, and that the parties reached a **Tentative Agreement on April 16, 2025**, regarding **Section 1.10.1**.

The parties acknowledge that the executed Agreement inadvertently contains language in Section 1.10.1 requiring the use of a City-approved vendor, which is inconsistent with the Tentative Agreement reached by the parties.

The parties acknowledge that on April 17, 2023, the parties executed a Memorandum of Understanding that included a Signing Bonus and a Referral Bonus, and during negotiations for the new Agreement, it was the intent of both parties that this language be included in the 2025-2027 Agreement, but it was overlooked during final preparations.

Accordingly, the parties agree as follows:

1. The language in Section 1.10.1 of the Agreement requiring the use of a City-approved vendor is a scrivener's error.
2. Section 1.10.1 shall be corrected to *"Items will be ordered through a vendor of the employee's choice so long as it satisfies the WISHA/OSHA requirements for electrical worker safety."*
3. Appendix A shall be corrected to include the following:
 - a. *To assist with the recruitment of currently budgeted Lineworker positions, the City will offer a signing bonus of \$10,000 to new Journeyman Lineworkers. The employee will be asked to complete a signing bonus agreement. The bonus will be paid in two (2) installments - \$5,000 after successful completion of their probationary period, and the remaining \$5,000 to be paid after completion of one (1) year. The bonuses will be subject to the customary and usual payroll tax withholding. Should the employee leave City employment for any reason after receiving the second installment, but prior to completing three (3) years of employment, they will be required to reimburse the City \$200 per month for each of the remaining months.*
 - b. *To assist with the recruitment of currently budgeted Lineworker positions, the City will offer current members of the IBEW a referral bonus of \$1,000 if they recruit a Journeyman Lineworker who successfully passes the hiring process and completes their probationary period. To be eligible for the referral bonus, the referring employee must provide to HR in writing, the name of the potential candidate and*

when the referral occurred. If the candidate is hired, the employee will be asked to sign a referral bonus request form. The \$1,000 bonus will be paid with the first payroll after successful completion of the new employee's probation. The bonus will be subject to the customary and usual payroll tax withholding.

4. This MOU is intended solely to correct an inadvertent clerical inconsistency and does not modify, expand, or waive any other terms of the Agreement; and neither party is assigned fault by this MOU, nor is entitled to any remedy.
5. This MOU shall be effective upon execution and shall remain in effect for the duration of the Agreement unless superseded by a successor agreement.
6. This MOU shall be considered part of the Agreement and shall be enforceable as such.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Understanding on the dates set forth below.

For the Union:



Kelly Schwint
Business Representative

02-10-26

Date

For the Employer:

Heidi Behrends Cerniwey
City Manager

Date

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.

Jerica Pascoe
Digitally signed by Jerica Pascoe
Date: 2026.02.10 09:54:36 -08'00'

AUDITING OFFICER 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 **17TH DAY OF FEBRUARY 2026**. 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	173338	TO	173528	\$ 539,893.02
EFT #'s	7816	TO	7833	\$ 293,403.65
Treasure Cash				Total Amounts
EFT #'S	1594	TO	1638	\$ 2,692,134.65
Check #'s	34524	TO	34535	\$ 911.97
Payroll Fund				Total Amounts
Check #'s	96570	TO	96574	\$ 3,159.93
Direct Deposits	90252	TO	90501	\$ 585,338.21

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

ATTEST: _____
CITY CLERK



Meeting Date: February 17, 2026
City of Ellensburg
City Council Agenda Report

Agenda Subject: Review of ECC Chapter 1.88 - Continue Discussion on Commission Role, Duties, and Responsibilities (Public Comment Opportunity)

Submitted by: Heidi Behrends Cerniwey, City Manager

Department: City Manager

Suggested Motion/Action:

This item is for discussion purposes only. An ordinance containing revisions to Chapter 1.88 will be brought back to Council for consideration at a future meeting.

Background/Summary:

The intent of this discussion is a follow-up to the Joint Study Session to discuss and provide direction on the purpose, duties, activities, and priorities of the Diversity, Equity and Inclusion (DEI) Commission ("Commission") found in Chapter 1.88 of Ellensburg City Code. Since discussion time at the Joint Study Session on January 20 was limited, staff request additional guidance and clarification to draft an ordinance with proposed changes to update City Code and also inform the Commission's work plans.

City Council created the Commission in March 2021. The purpose of the Commission is set forth in ECC 1.88.010, which currently states: "The purpose of the DEI commission is to assist the City Council in promoting diversity, equity and inclusion in the city of Ellensburg through action, education, and guidance."

Previous Council Action:

Ordinance 4871 was adopted by Council on March 1, 2021 – creating the DEI Commission and adding Chapter 1.88 Diversity, Equity and Inclusion Commission to Ellensburg City Code (ECC). Ordinance 4916, adopted on May 15, 2023, amended 1.88.010 to expand the Commission to nine (9) members.

Analysis:

Through community conversations and public testimony around the 2025 Comprehensive Plan update activities, focused around Chapter 9, there emerged differing opinions and misunderstanding of the role, duties, actions, and responsibility of the Diversity, Equity, and Inclusion Commission, codified in ECC Chapter 1.88. A Joint Council and DEI Commission Study Session was held on June 16, 2025, to review the commission's role, goals, and priorities.

Since January 2025, the new federal administration has provided policy direction for DEI programs. Several guidance documents include, but are not limited to:

- Executive Order 14173-“Ending Illegal Discrimination and Restoring Merit-Based Opportunity” (dated January 21, 2025);
- Letter from U.S. Department of Transportation Secretary Sean P. Duffy, addressed “To All Recipients of U.S. Department of Transportation Funding” (dated April 24, 2025); and
- Memo from U.S. Attorney General Pamela Bondi –“Guidance for Recipients of Federal Funding Regarding Unlawful Discrimination” (dated July 29, 2025).

These federal guidance documents generally indicate the legal landscape around diversity, equity, and inclusion (DEI) is continuing to change at the state and federal levels. In addition, given the broad discussions that took place last year, the Commission has struggled in identifying priorities for their work plan and has requested guidance from Council. For these reasons, staff recommend revisions to Ellensburg City Code, Chapter 1.88 - Diversity, Equity and Inclusion Commission, and staff request Council discuss and provide direction on the purpose, duties, activities, and priorities of the Commission.

Council held a Joint Study Session with the DEI Commission on January 20, 2026, to focus on the work of the Commission and facilitate a conversation to elicit Council guidance for refining the roles and duties of the Commission, shaping future work plans, and updating City Code with more specific language, including a new title for the Commission. Notes from that discussion are attached to this item.

Staff request follow-up discussion on the following Chapter 1.88 items:

1. Based on the study session discussion, Commission work items that seemed to get the most support for continuation (green dots) were around expanding access and community/cultural engagement issues:
 - a. Participate on focus groups and committees (Unity Park design, flag and banner policy, etc)
 - b. Advice regarding the impact of policy and budgetary choices on marginalized communities? (2 green dots, 2 yellow).
 - c. Briefing and advice on various city projects and services, regarding accessibility and barrier removal.
 - d. Develop activities such as forums, community gatherings, and events to promote mutual understanding and that encourage residents to connect with one another.
 - e. Identifying partner groups or organizations to sponsor regular cultural celebrations.
 - f. Creating strategies (and access) to distribute information to people of different cultures (eg, bilingual resources, disability resources, cultural appropriate ways)

Do these items, a-f, accurately capture Council’s thoughts on the purpose of this Commission? Is there anything else or different to add to the list?

2. Does Council want to rename the commission? If not, the next steps might be to add definition and specificity to existing Chapter 1.88.

If Council does want to rename the Commission, what should it be called? Community Engagement Commission? Access and Engagement? Something else?

Financial Impact:

Council has provided \$10,000 annually, since 2023 to fund activities of the DEI Commission. Council has approved a spending plan proposed by the Commission for 2023-2025. To date, no plan has been proposed for the budgeted \$10,000 appropriated for 2026.

Budget Adjustment: No

Attachments:

1. CHAPTER_1.88___DIVERSITY__EQUITY_AND_INCLUSION_COMMISSION
2. 2025 DEI Commission Adopted Work Plan
3. Review of DEI Code Discussion Slides

CHAPTER 1.88 DIVERSITY, EQUITY AND INCLUSION COMMISSION

1.88.010 Creation and purpose.

There is created a diversity, equity and inclusion (DEI) commission consisting of nine members, one of whom shall be a city council member serving as chairperson and a nonvoting member except in the case of a tie.

The purpose of the DEI commission is to assist the city council in promoting diversity, equity and inclusion in the city of Ellensburg through action, education, and guidance. The commission will seek to support Ellensburg in celebrating a diverse, equitable, and inclusive community that welcomes and is supportive to all residents and visitors because doing so enriches each individual's life and the community's well-being and vitality.

(Ord. No. 4916, § 1, 5-15-2023; Ord. 4883 § 37, 2022; Ord. 4871 § 1, 2021)

1.88.020 Term—Composition.

- A. Members of the DEI commission shall serve without compensation for a three-year term. At least five members must reside within the city limits of the city of Ellensburg.
- B. Each replacement member of the commission will be appointed to a full three-year term.
- C. The city council shall ensure a mix of commission members who represent communities diverse in age, skin color, gender identity, sexual orientation, religion or disability, and who represent business, nonprofit, or education sectors, and who have skills or experience in analytics, translation, marketing, technology, human resources, or law. The city council will seek to attract members that are interested in diversity issues, can respect different viewpoints, are action-oriented, and have personal experience that will provide empathy and community understanding regarding issues of diversity, equity and inclusion.

(Ord. 4883 § 38, 2022; Ord. 4871 § 1, 2021)

1.88.030 Removal—Vacancy.

Repealed by Ord. 4883.

(Ord. 4871 § 1, 2021)

1.88.040 Subcommittees.

The commission may create subcommittees that include members of the public to address certain DEI topics or promote certain events. The subcommittee chair must be a member of the DEI commission, and must be appointed by a majority of the DEI commission membership.

(Ord. 4883 § 40, 2022; Ord. 4871 § 1, 2021)

1.88.050 Communication with city council.

The commission shall forward communications which require city council action to city council through separate memoranda, including all rationale, which shall be scheduled as council agenda items. Memoranda

requesting council authority for programs or projects that require funding must be received by June 30 of each year in order to be considered for inclusion in the biennial budget or annual budget amendment process. Commission recommendations not incorporated in the preliminary budget shall be forwarded to the city council for consideration with the preliminary budget.

(Ord. 4871 § 1, 2021)

1.88.060 Duties and responsibilities.

The powers and duties of the commission shall be as follows:

- A. Advise city council on actions needed to sustain and improve diversity, equity and inclusion in the city of Ellensburg;
- B. Examine the practices and procedures of the city of Ellensburg to identify strategies to create processes and services which recognize the needs and differences of all who live and work in, or visit, Ellensburg;
- C. Review and recommend amendments that incorporate the values of diversity, equity and inclusion into the city of Ellensburg comprehensive plan;
- D. Recommend for council adoption a community engagement plan that includes, but is not limited to, the following:
 - 1. Developing activities such as forums, community gatherings, and events to promote mutual understanding and that encourage residents to connect with one another;
 - 2. Identifying partner groups or organizations to sponsor regular cultural celebrations;
 - 3. Creating strategies to distribute information to people of different cultures (e.g. bilingual resources, disability resources, culturally appropriate ways);
 - 4. Implement outreach strategies for improving city services relating to DEI;
 - 5. Advise the city council regarding the impact of policy and budgetary choices on marginalized communities; and
- E. Present recommendations to the city council on how to achieve the duties and responsibilities outlined in this section. Reports to the council may be made as progress occurs, but no less than bi-annually.

(Ord. 4871 § 1, 2021)

DEI Commission Goals 2025

Core focus of DEI Commission (in our own words)

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

10 Year (infinity) Goals

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

3 Year Goals

- BIPOC business support, workshops, and more diverse shopping/businesses
- A broader range of community celebrations, concerts, art, and other cultural ethnic events and increased community participation/engagement in cultural events
- Develop an effective communication plan to support commission activities
- DEI Commission fosters ongoing relationships with other City commissions
- Full-time staff support/event planning for DEI Commission
- Black History Month celebration by the City
- Continue visits with other City boards and commissions to build partnerships
- Develop a BIPOC Business Day
- Continue to support the Human Library
- Expand BIPOC participation in civic education programs (Ellensburg Academy)

1 Year Goals

- Put data into a document for review, discuss how to use the data, and put a structure in place to be able to use data (e.g. listening tour data)

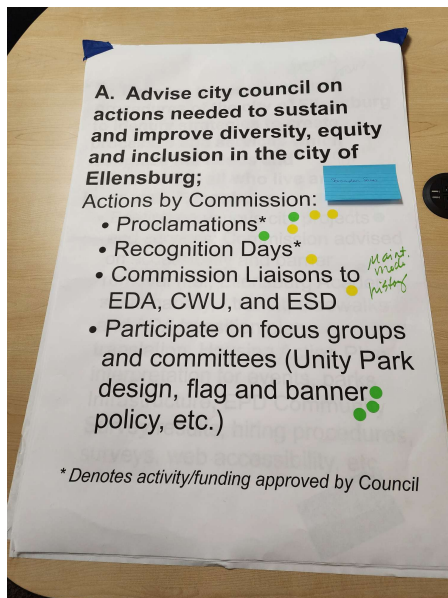
- Meet with the Farmer's Market and Night Market organizers to discuss a multicultural day at the Farmers Market and possibly sponsoring vendors to get more diverse vendors
- Begin engagement with citywide inclusive art in order to develop further representation
- Commission becomes size to reflect diversity in community (*Have discussion*)
- Multicultural Day at Unity Park

Ongoing (Activities that are ongoing annually)

- Continue grant program
- Building a relationship with Liaisons
- Continue to support proclamations and recognitions
- Hold another Belonging In The Burg event in partnership with ESD & CWU
- Juneteenth celebration
- Continue listening tours and create feedback loop for participants
- Support Pride events every June

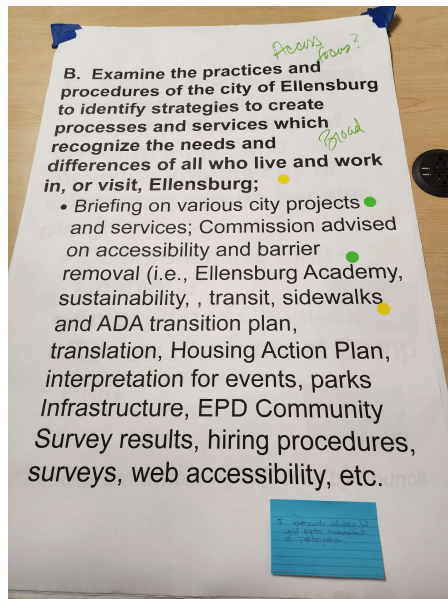
Notes from Review of ECC Chapter 1.88 Discussion at January 20 Joint Study Session with DEI Commission

1



- Discussion Points:
 - Narrowly-defined proclamations & recognition days can create an opposite reaction
 - Existing proclamation schedule seems largely established so likely require minimal time/effort to maintain
- Written Comments:
 - Broaden focus

2



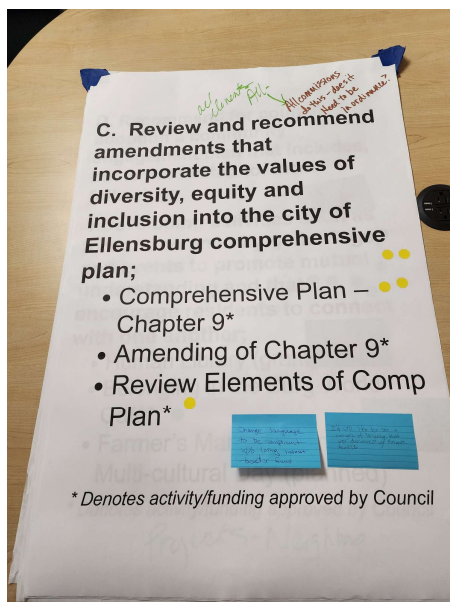
• Discussion Points:

- Many of these items are reviewed by multiple Boards & Commissions, depending on topic area. However, the DEI Commission is unique in terms of how widely its scope can be applied
 - Ex. Commissioners provide input on some Public Works projects (ADA, Transportation Safety Action Plan, etc.)
- Refocus the wording of this item towards access

• Written Comments:

- I appreciate advisory, but would prefer encouragement of participation

3



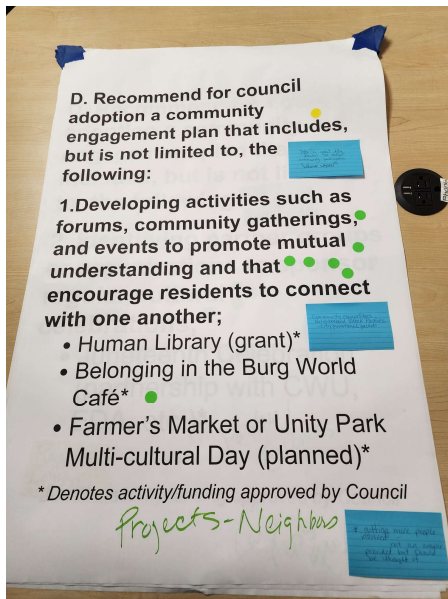
• Discussion Points:

- Confidence that the City will be in compliance as it relates to Chapter 9
- DEI Commission (& other Commissions) should weigh in across the entire Comp Plan and Council must be clear that this is their request/expectation

• Written Comments:

- All commissions do this – does it need to be in ordinance?
- I'd still like to see a merger of language that was discussed w/ Braver Angels
- Change language to be compliant w/o losing intent
 - Broader focus

4



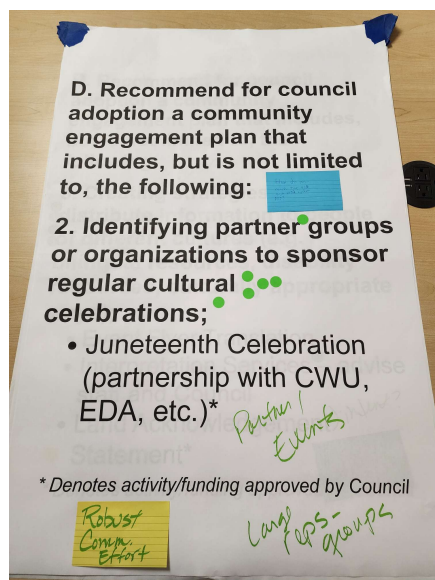
• Discussion Points:

- Commission should be dynamic to meet changing needs
- Core level of community connections
 - Ex. City of Boulder provides packets for hosting block parties; provides an opportunity for people to meet and develop connections with other people
- Events listed are good examples of ways we can encourage people to hear others' stories and understand one another
- Improving community connections = Commission core function
 - Participating in community = love for community
 - Working on shared goals/projects brings people together
- Should be making events accessible for people regardless of whether they identify with the identities being celebrated and/or are associated with the group/activity (ex. Juneteenth or Rodeo)
 - Break down barriers
 - Welcome Wagon – encourage everyone to participate
 - Commission's role is to advise on how to fill these gaps in participation (vs. marketing)

• Written Comments:

- This is great data driven to reflect community participation; "welcome wagon"
- Community connections; neighborhood block parties; city promotional packets
- Getting more people involved - not an answer provided but should be thought of

5



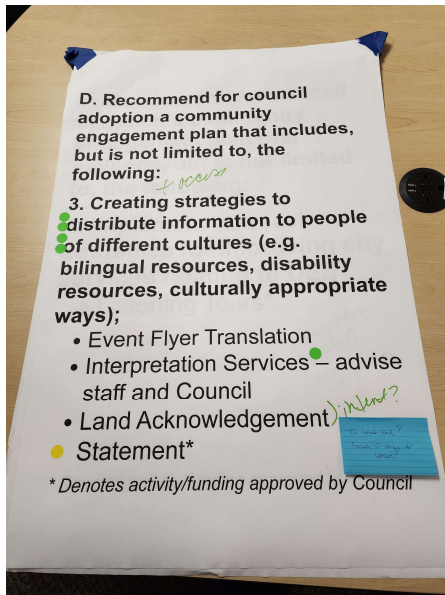
• Discussion Points:

- All D Items - Need for a more robust community engagement effort but this is not necessarily the responsibility of the DEI Commission
 - Commission should be a participant, not a driver
- Community ambassadors with various groups
- Partnerships & events are both priorities
 - Institutionalizing change that becomes the new norm/expectation; eroding resistance
 - Focus on similarities > differences

• Written Comments:

- How do you reach the 450 that voted against DEI?
- Robust community effort

6



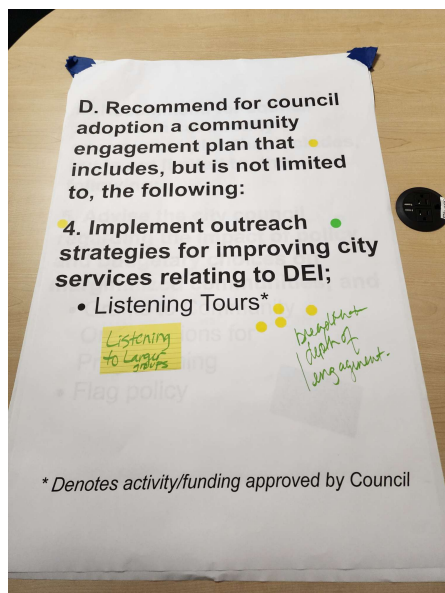
• Discussion Points:

- Commission feedback has been helpful in identifying areas of need & improvement (ex. Zoom format for meetings, interpretation services, etc.)
- Communication in all forms is key
- Increasing access
- Question about the intent for the land acknowledgement & concern that intent becomes diluted with repetition
 - Opportunities for in-person connection with Yakama Nation in 2025 felt most valuable

• Written Comments:

- To what end? Focus → When & Where?

7



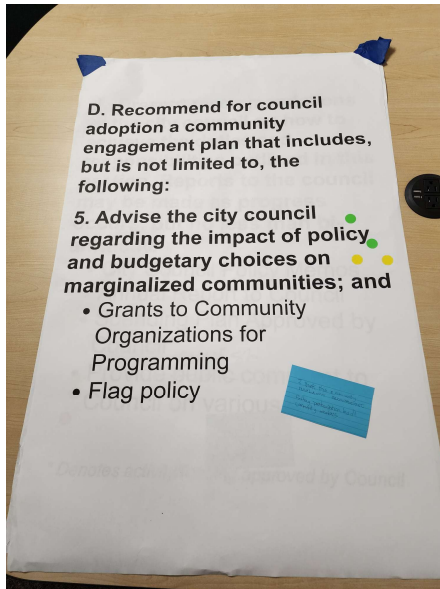
• Discussion Points:

- Reach out to larger organizations within the community, such as Rotarian and other social service groups (Rodeo Boards, etc.) that have large impacts on Ellensburg
 - Larger groups/events help reinforce the idea that everyone is welcome
 - Representation

• Written Comments:

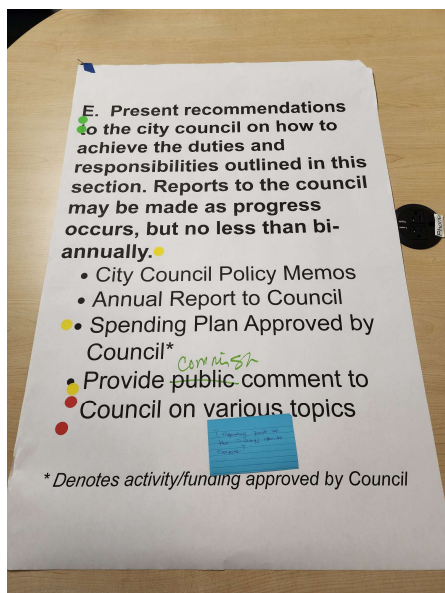
- Listening to larger groups

8



- Discussion Points:
- Written Comments:
 - I think this is a community involvement encouragement; pushing participation by all community members

9



- Discussion Points:
 - Public comment ≠ commission feedback
- Written Comments:
 - ? Regarding point at this → always open to everyone?

10



Meeting Date: February 17, 2026
City of Ellensburg
City Council Agenda Report

Agenda Subject: West Ellensburg Park Playground Purchase (Public Comment Opportunity)
Submitted by: Brad Case, Parks & Recreation Director
Department: Parks & Recreation

Suggested Motion/Action:

Authorize the necessary budget adjustments and purchase of a new playground at West Ellensburg Park.

Background/Summary:

The 2026 budget includes \$150,000.00 for the purchase of a new playground at West Ellensburg Park. The City is partnering with the Ellensburg Morning Rotary Club on the installation of the playground equipment. Additionally, the Rotary will be paying for \$20,000.00 worth of playground equipment through a grant they received. Staff is requesting an additional allocation of \$40,000.00 through REET 2 to cover the purchase price.

Previous Council Action:

The Council has approved \$150,000.00 in the 2026 budget for the purchase of playground equipment.

Analysis:

The current playground at West Ellensburg Park is almost 29 years old and in need of replacement. This award uses a "cooperative purchasing" method via Sourcwell. Play Creation, a local playground manufacturer, provided the city with three playground concepts, all of which included elements of inclusive play, swing sets, and a bigtoy. The City has worked with Play Creation on the Rotary Park playground, as well as the North Alder Street Playground. The playground selected addresses many of the needs shared by the community through the park plan update process; improving and updating an existing park facility, providing accessible play features, and partnering with local agencies and organizations to enhance recreational opportunities in our community. The Parks & Recreation Commission reviewed the three concepts at their November 12, 2025, meeting and unanimously recommended the playground concept being presented to Council for consideration.

City staff will be doing the demolition of the existing playground, and prepping the site for the new playground. The existing playground footprint will need to be expanded to accommodate the new play elements. Staff anticipates starting this work within the next three weeks. The tentative schedule calls for the playground to be installed by June 1, 2026.

Financial Impact:

There are adequate funds in the REET 2 account to cover the cost of the new playground and site prep.

Budget Adjustment: Yes

Attachments:

1. West Ellensburg Park Playground Layout 1
2. West Ellensburg Park Playground Layout 2
3. West Ellensburg Park Playground Quote





West Ellensburg Park

Worksheet # 2511-12916-03-03



To:

Brad Case - Parks & Recreation Director
City of Ellensburg
501 North Anderson Street. Ellensburg, WA 98926
509-925-8639 | caseb@ellensburgwa.gov

Approved by _____

Date _____

PO# _____

Project Location:
West Ellensburg Park
900 W 3rd Ave
Ellensburg, WA 98926

Design
Concept C.3
Community

Date	Lead Time	Terms	Quoted By
December 17, 2025	~10 weeks	see attached	Adam Basich 206.932.6366

SITE PREP

Equipment/Surfacing and Demolition/Disposal Sitework is NOT PART of this defined Scope of work. Design Requires Removal of existing border on east side, Raising the surface 8" in the ADA/ForeverLawn Area, and adding additional border measuring Approx. 109 Lineal Feet

PLAYGROUND EQUIPMENT

1191009-03-03	5-12 Smart Play: Venti Playground Equipment per attached itemized quote manufactured by Landscape Structures in Delano, MN	\$	57,080.00
173591	OmniSpin Direct Bury	\$	11,480.00
1191009-03-03	Sensory Play Equipment Including: Color Splash Panel, Imagination Table, and Rotomolded Enclosure	\$	10,480.00
1191009-03-03	Swing Assortment Including: x2 Full Bucket Seats, x2 Belt Seats, and Flexx Swing per attached itemized quote	\$	15,200.00
214438	Rhapsody Animato Metallophone	\$	6,550.00

PLAYGROUND COMMUNITY INSTALLATION

install	Community Installation Prep for Smart Play: Venti Playground Equipment Composite Structure by Factory Trained, locally based install team	\$	13,458.56
install	Community Installation prep for OmniSpin #173591 (Mark/Dig Hole, build form for Community Concrete Pour)	\$	1,108.80
Install	Mark and Dig holes x 17 (6 Post Swing Set, Rhapsody, Sensory Wall, and Welcome Sign)	\$	3,300.00

Community Volunteer Team to be responsible for Concrete Mixing/Pour and Assembly for 3 Bay Swin Set/Swings, Curva Spinner, Saddle Spinner, and Sensory Wall Play Equipment. Assembly/Installation of SmartPlay Venti and Omni Spin. John Larson from PlayCreation to oversee/supervise Community Installation process.

SAFETY SURFACING

208	Cubic Yards	Engineered Wood Fiber Playground Safety Surfacing, ASTM F2075-10a compliant with Blown In Delivery, includes 5220 ft² Filter Fabric	\$	104.94	\$	21,827.52
850	Square Feet	ForeverLawn Playground Grass Ultra 2" PlayPadPro Envirofill Infill per product specifications. Composite edge nailer boards. All associated and required items that accompany this (seaming tape, etc.). Includes materials and installation of the Playground Grass System (safety pad, trimming and seaming of product and edging).	\$	28.50	\$	24,225.00
Based on Materials Required						
Sourcewell Contract #010521 - LSI City of Ellensburg - Account # 85466						\$ (8,063.20)

Send Purchase Order for processing to:

Issue Purchase Order to:

Landscape Structures, Inc.
attention: **Misty Link**
601 - 7th Street South
Delano, MN 55328-0198
mistylink@playlsi.com
763.972.5591

Send for processing to:

PlayCreation, Inc.
attention: **John Larson**
2104 SW 152nd Street, #1
Burien, WA 98166
JohnL@PlayCreation.com
206.932.6366



Playground Consultant



Pricing Valid thru 02-15-2026
Pricing INCLUDES Prevailing Wage Requirements

SubTotal	\$	156,646.68
Freight	\$	17,562.50
Tax 8.6%	\$	14,981.99
TOTAL	\$	189,191.16
Bond Fees	\$	5,675.73
Tax on Bond Fees 8.6%	\$	488.11
Grand TOTAL	\$	195,355.01

Itemized Quote

Date: **12/10/2025**

Organization: **PlayCreation, Inc.**

Drawing No: **1191009-03-03**

By: **Adam Basich**

Contact: **JohnL@PlayCreation.com | 206.940.1108**

Project: **Ellensburg West Park - Design C.3**

Location: **Ellensburg, WA**

Smart Play (5-12 years)						
PHASE-1 Direct Bury Aluminum			UNIT		TOTAL	
QTY	NO.	DESCRIPTION	WEIGHT (lb)	PRICE (US \$)	WEIGHT (lb)	PRICE (2026)
Smart Play®						
Ages 5-12 Yrs						
1	210739A	Venti Alum Posts DB ¹			3770.0	57,080.00
Freestanding Play						
Motion & More Fun						
1	173591A	OmniSpin Spinner Surface Mount ¹			499.0	11,480.00
Sensory Play						
1	177715A	Color Splash Panel			38.0	3,235.00
1	168105A	Imagination Table			20.0	1,005.00
1	214438A	Rhapsody Animato Metallophone DB			251.0	6,550.00
2	168100A	Sensory Play Center Wall DB	88.0	1,875.00	176.0	3,750.00
2	168101A	Sensory Play Center Wall End DB	38.0	1,245.00	76.0	2,490.00
3	168661A	Sensory Play Station Plate			0.0	0.00
Signs						
1	182503C	Welcome Sign (LSI Provided) Ages 5-12 years Direct Bury			24.0	0.00
Swings						
1	221292A	5" Arch Swing Frame 8' Beam Height Only DB Only			204.0	3,850.00
1	221293A	5" Arch Swing Frame Additional Bay 8' Beam Height Only DB Only			124.0	2,340.00
2	174018A	Belt Seat ProGuard Chains for 8' Beam Height	8.0	175.00	16.0	350.00
1	352216A	Flexx Swing w/5" Arch Frame Additional Bay DB Only			218.0	7,680.00
2	176038A	Full Bucket Seat ProGuard Chains for 8' Beam Height	14.0	490.00	28.0	980.00



Itemized Quote

Date: **12/10/2025**

Organization: **PlayCreation, Inc.**

Drawing No: **1191009-03-03**

By: **Adam Basich**

Contact: **JohnL@PlayCreation.com | 206.940.1108**

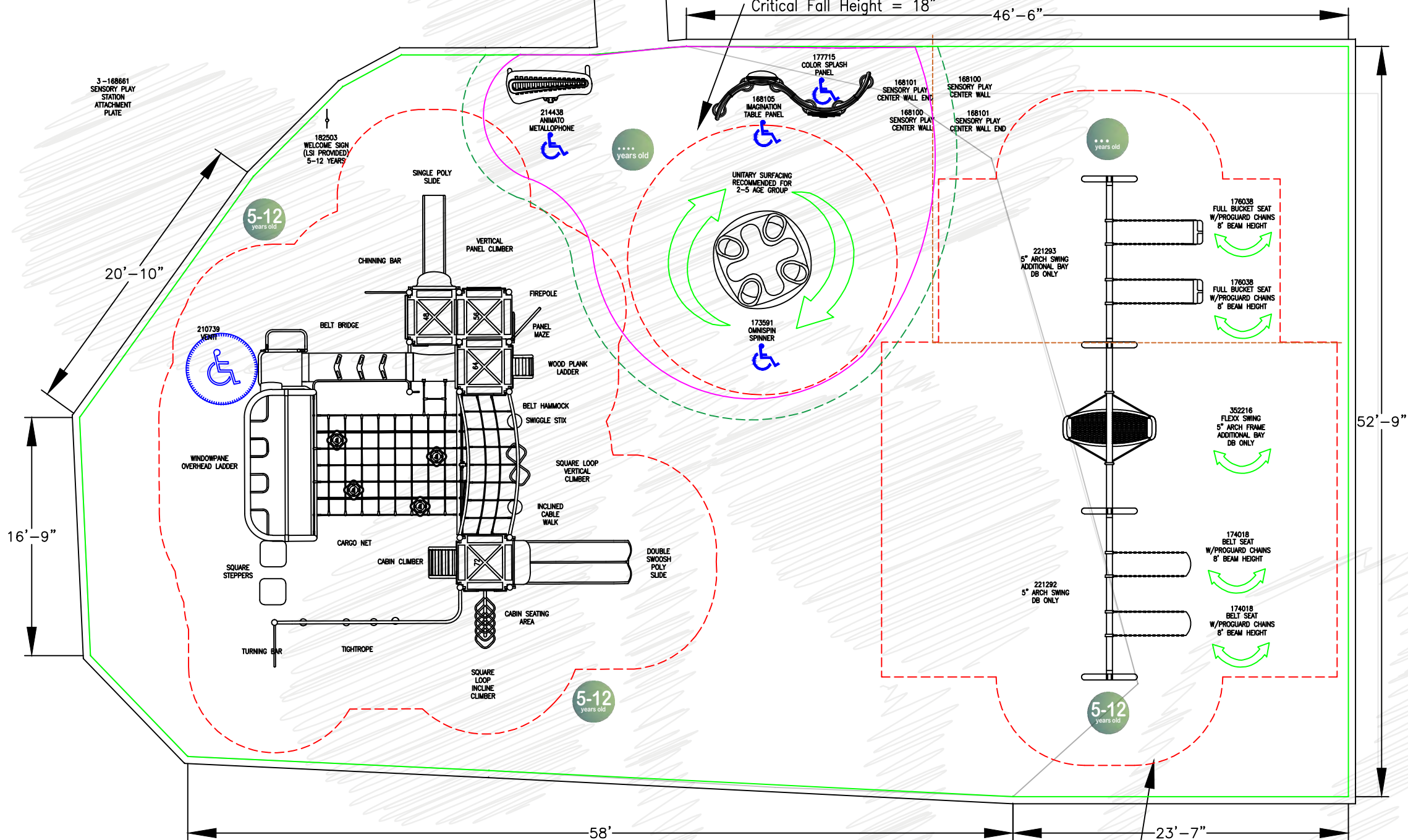
Project: **Ellensburg West Park - Design C.3**

Location: **Ellensburg, WA**

SUMMARY		CONCRETE (cu-ft)	FOOTINGS (count)	LABOR (hours)	WEIGHT (lb)	PRICE (2026)
Smart Play (5-12 years) PHASE-1		131.2	60	109.8	5,444.0	100,790.00
Total Safety Zone Area = 2718 sq. ft.						
ALL PHASES	Smart Play®	94.5	43	70.0	3,770.0	57,080.00
	Freestanding Play	36.7	17	39.8	1,674.0	43,710.00
	Total	131.2	60	109.8	5,444.0	100,790.00

ADA Playground Grass Area
With Rolled Down Edge

Total Area = 691 SF
Total Perimeter = 103 LF
Critical Fall Height = 18"



Smart Play
(5-12 years)
Max Fall Height: 96 inches

AGE: 5-12 ADA Counts include freestanding play items.

TOTAL ELEVATED PLAY COMPONENTS	13	N/A REQUIRED	N/A
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	8	REQUIRED	7
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	15	REQUIRED	4
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	7	REQUIRED	3
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	7	REQUIRED	3

Total Area With Addition = 4290 SF
Total Perimeter = 262 LF
Critical Fall Height = 96"

Additional Area

Total Area = 1121 SF
Total Perimeter = 109 LF
Critical Fall Height = 96"



The play components identified on this plan are IPEMA certified. (Unless model number is preceded with *) The use and layout of these components conform to the requirements of ASTM F1487. To verify product certification, visit www.ipema.org

IT IS THE MANUFACTURER'S OPINION THAT THIS PLAY AREA DOES CONFORM TO THE A.D.A. ACCESSIBILITY STANDARDS, ASSUMING AN ACCESSIBLE PROTECTIVE SURFACING IS PROVIDED, AS INDICATED, OR WITHIN THE ENTIRE USE ZONE.

THIS CONCEPTUAL PLAN WAS BASED ON INFORMATION AVAILABLE TO US, PRIOR TO CONSTRUCTION. DETAILED SITE INFORMATION INCLUDING SITE DIMENSIONS, TOPOGRAPHY, EXISTING UTILITIES, SOIL CONDITIONS, AND DRAINAGE SOLUTIONS SHOULD BE OBTAINED, EVALUATED, & UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING.

SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN

CHOOSE A PROTECTIVE SURFACING MATERIAL THAT HAS A CRITICAL HEIGHT VALUE TO MEET THE MAXIMUM FALL HEIGHT FOR THE EQUIPMENT (REF. ASTM F1487 STANDARD CONSUMER SAFETY PERFORMANCE SPECIFICATION FOR PLAYGROUND EQUIPMENT FOR PUBLIC USE, SECTION 8 CURRENT REVISION). THE SUBSURFACE MUST BE WELL DRAINED. IF THE SOIL DOES NOT DRAIN NATURALLY IT MUST BE TILED OR SLOPED 1/8" TO 1/4" PER FOOT TO A STORM SEWER OR A "FRENCH DRAIN".

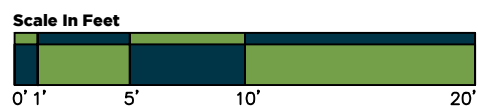
IT IS THE MANUFACTURER'S OPINION AND INTENT THAT THE LAYOUT OF THESE COMPONENTS CONFORM WITH THE U.S. CONSUMER PRODUCT SAFETY COMMISSION'S (CPSC) "HANDBOOK FOR PUBLIC PLAYGROUND SAFETY".

DESIGNED BY:
AHB
COPYRIGHT:
12/10/2025
LANDSCAPE STRUCTURES, INC.

601 7th STREET SOUTH - P.O. BOX 198
DELANO, MINNESOTA 55328
PH: 1-800-328-0035 FAX: 1-763-972-6091

PLEASE DO NOT SHARE YOUR CUSTOM DESIGNS WITH OTHER PLAYGROUND FIRMS OR MANUFACTURERS

THANK YOU!



West Ellensburg Park

Design C.3
Ellensburg, WA

SYSTEM TYPE:
SmartPlay

DRAWING #:
1191009-03-03

PlayCreation, Inc.
Representing
Landscape Structures
Project Manager
JohnL@PlayCreation.com
206.940.1108



QUOTE CONDITIONS AND ACCEPTANCE:

It is the Buyers responsibility to verify quantities and description of items quoted. Once your order has been placed, any changes including additions, deletions or color changes, will delay your shipment.

EXCLUSIONS:

Unless specified, this quote specifically excludes the following:

Required Permits; Davis Bacon wages, Certified Payroll or Prevailing Wage fees (unless specified on the quote)
Performance/Payment Bonds
Site work and landscaping
Removal of existing equipment
Unloading; Receiving of inventory or equipment; Storage of equipment (unless specified on the quote)
Equipment assembly and/or installation (unless specified on the quote)
Safety surfacing (unless specified on the quote); Borders or drainage requirements
Gmax Testing, and/or independent initial audits (which should be done by an independent third party)

FREIGHT AND DELIVERY:

Shipping is FOB Origin.

Delivery is based on the nature of the equipment. For example, custom orders can take up to 36 weeks and standard orders may be shipped in as little 14 to 16 weeks. Unless otherwise noted, all equipment is delivered unassembled.

A materials list, detailing all items shipped, will be included with the shipment.

Buyer is responsible for ensuring the Sales Order and Item Numbers on all boxes and pieces match the Check List.

Shortages or damages must be noted on the driver's delivery receipt. Shortages or damages not noted become the buyer's financial responsibility.

Damaged Freight must be refused. Please notify PlayCreation immediately of any damages.

Please report Shortages and Concealed Damage to PlayCreation within 10 days of delivery.

A reconsignment fee will be charged for any changes made to delivery address after order has been placed.

TAXES:

All orders delivering in Washington are subject to applicable sales tax unless a tax exemption or Reseller Permit is on file at the time the order is placed.

PAYMENT TERMS:

An approved Credit Application is required for new customers. **50% down payment is due at the time of order** with balance due upon delivery, unless other credit terms have been approved. Interest may be charged on past due balances at an annual rate of 18%. A 3% charge will be added to all credit card orders

RESTOCKING:

Items canceled, returned or refused will be subject to a minimum 40% restocking fee. All return freight charges are the responsibility of the Buyer.

MAINTENANCE/WARRANTY:

Manufacturer's standard product warranties apply and cover equipment replacement and freight costs only; labor is not included.

No additional warranties are provided by PlayCreation (unless specified on the quote).

Maintenance of the equipment and safety surfacing is the responsibility of the customer.

The warranty will be voided in the event of unauthorized alterations or modifications to the equipment (including layout).

INSTALLATION: (if Applicable):

A private locate service for underground utilities will need to be completed before your scheduled installation.

The site will need to be level and free of loose debris (this includes ground cover/chips).

A minimum 6 foot opening with good access will be needed at the site for delivery trucks and tractor.

An onsite dumpster may be required for disposal of packaging materials.

Please arrange in advance for the disposal of dirt/rocks from within the installation area.

Please arrange in advance for the removal/disposal of existing equipment.

Additional charges may apply if large rocks or concrete are found beneath the surface.

PlayCreation will need access to power and water.

Site supervision is quoted in 8-hour days.



Meeting Date: February 17, 2026
City of Ellensburg
City Council Agenda Report

Agenda Subject: 2026 Community Development Long Range Planning Work Program (Public Comment Opportunity)
Submitted by: Stacey Henderson, Planning Manager
Department: Community Development

Suggested Motion/Action:

Move to approve 2026 Community Development Long Range Planning Work Program.

Background/Summary:

Community Development has prepared the attached long range planning work program for 2026. This item is intended to provide an overview, and allow the City Council to review work program items and determine priorities. This program is updated annually through a Council approval process.

Previous Council Action:

Council approved the 2025 Long Range Work Program on February 18, 2025.

Analysis:

Yearly comprehensive plan amendments and updates include the ten-year periodic update to the comprehensive plan as required by RCW 36.70A.130(5)(c). Only one comprehensive plan update is authorized by statute annually, and the periodic update must be adopted in 2026. Therefore, City Council voted to suspend the 2026 regular annual docket cycle process on April 21, 2025.

Development regulation amendments require numerous updates for consistency with the Growth Management Act (RCW 36.70A) and preemptions for Code Cities (RCW 35A.21). These include new dwellings within existing buildings, landmarks designation authority, residential parking regulations, expanding child care centers, limiting local design review, preemptions on local regulation of religious organizations' use of property for shelter and housing density bonuses for residential projects on such property, and siting of organic materials management facilities. Several revisions are required to be implemented no later than June 30, 2026, so this work program calls for two separate code update cycles this year. Within the separate ordinances, staff may also address any citizen-initiated code change requests, minor housekeeping changes identified by staff during the year, and other identified items to ensure internal consistency with existing provisions and required amendments. Such changes include but are not limited to; on-site parking location standards, Accessory Dwelling Unit (ADU) setbacks and minimum structural separations, and a required minimum 50-year affordability timeline for affordable housing developed under density bonuses pursuant to RCW 36.70A.540.

Optional amendments have been included again this year to be considered as other projects are completed and staff time is available. Some of these may not be addressed in 2026 due to the volume and complexity of mandatory code revisions, code updates associated with the comprehensive plan periodic update, the workload of the periodic update itself, and review of current development submissions throughout the year.

Financial Impact:

None. Long Range planning amendments are included in the 2026 budget.

Budget Adjustment: No

Attachments:

1. 2026 Long-Range Planning Work Program

City of Ellensburg Community Development **2026 Long-Range Planning Work Program**

A. COMPREHENSIVE PLANNING

1. 2026 Periodic Update: Required by RCW 36.70A

Continuing through December, prepare required ten-year periodic update to the City's Comprehensive Plan, including drafting new Climate Change and Resiliency Element and rewrite Chapter 9, updates to the Land Use Element including Future Land Use Map and Zoning Conversion Table, as well as Housing, Transportation, Capital Facilities & Utilities, Parks & Recreation, Economic Development, Environment, and Historic Preservation Elements. Incorporate Sustainability and Energy Plan details into the Climate Change and Resiliency Element. Work will involve the Planning, DEI, Environmental, Affordable Housing, Landmarks & Design, and Parks & Recreation Commissions, Transportation Advisory, and Public Utilities Committees, and City Council adoption following public and stakeholder engagement.

B. JUNE DEVELOPMENT REGULATION UPDATES

1. Required State Updates:

- a. New Housing in Existing Buildings: RCW 35A.21.440
- b. Limitations on Landmarks Designations: RCW 35A.21.450
- c. Residential Parking Preemptions: RCW 36.70A.622 & 36.70A.817
- d. Child Care Centers: Required by RCW 35A.21.460

2. General Code Cleanup/Housekeeping: Staff Initiated

Staff will consolidate revisions to the existing Land Development Code with June updates to ensure internal consistency. Items potentially include on-site parking location standards, Accessory Dwelling Unit (ADU) setbacks and minimum structure separation, and 50-year affordability timeline for affordable housing developed with density bonus per RCW 36.70A.540.

C. DECEMBER DEVELOPMENT REGULATION UPDATES

The following are all required to be adopted no later than the City's adoption of the Comprehensive Plan Periodic Update deadline of December 31:

1. Regulations Update for Consistency with a Comprehensive Plan: RCW 36.70A

Development regulations and the City's Critical Areas Ordinance must contain adequate provisions to implement Comprehensive Plan policies and conform with updated provisions of the Growth Management Act (GMA). This will entail changes to the Land Development Code regarding permitted uses and dwelling densities, and several select changes to the zoning map. The City is also exploring adopting new available SEPA exemptions that would apply to most residential projects. These are intended to ensure the City's allocated housing projections by

income band, and jobs projections, are adequately provided for by Title 15 within the incorporated UGA. Local regulations will be revised to reflect these changes.

Required State Updates also specifically include:

- a. Limitations on Local Design Review: RCW 36.70A.630
- b. Religious Organization Housing Density Bonus: RCW 36.70A.545
- c. Religious Organization Shelter Preemption: RCW 35A.21.360
- d. Organic Materials Management Facilities: RCW 36.70A.142

2. Manufactured Homes and Parks: Staff Initiated

Existing regulations for Manufactured Homes require double-wide units, specific roof materials, minimum roof pitch, and “similar” exterior materials to meet the unit type definition. Existing regulations for Manufactured Home Parks require a minimum of 3 acres to establish a new Park, and accessory structure separation requirements exceed those for other uses. Minimum improvement requirements effectively enforce subdivision-like standards for new Manufactured Home Parks. The Manufactured Home Park (MHP) Zoning district permits development of single-family homes. The MHP zone is not in Building Setback and Intensity tables of ECC Chapter 15.320, leaving maximum dwelling unit density unstated. Staff will draft potential revisions to these elements for consistency with preemptions in 35A.21.312, and to potentially allow more flexibility for types/designs of units; and will also consider revisions to minimum improvements which will be coordinated with Public Works including any impacted Development Standards.

3. Official Zoning Map: Staff Initiated

Staff will update the zoning map concurrent with the Comprehensive Plan and impacted code amendments. Staff will codify a process for adopting and amending an official zoning map.

4. Citizen Initiated Code Amendments

Staff will intake any citizen submitted Land Development Code amendment requests, and consolidate proposals consistent with the Comprehensive Plan into December’s code update ordinance.

5. General Code Cleanup/Housekeeping: Staff Initiated

Staff will consolidate revisions to the Land Development Code with December updates to ensure internal consistency, as identified and needed.

2025 WORK PROGRAM TRACKING

D. COMPLETED 2025 WORK PROGRAM ITEMS

- 2025 Comprehensive Plan Annual Docket: Ordinance 4977
Included significant review of a substantial volume of citizen requested plan amendments.
- Update Zoning Map

Comprehensive interactive GIS map layer update by Planning Staff with IT.

- Co-Living Housing: 2024 House Bill 1998 Amendments (RCW 36.70A.535): Ordinance 4975
- Citizen-Initiated Code Amendments: Ordinance 4975
Included Binding Site Plan overhaul, and Temporary Use Permit Exemptions.
- General Development Code Housekeeping Amendments: Ordinance 4975
Included substantial revisions to numerous chapters for internal consistency.

E. OPTIONAL ITEMS (To be considered as projects above are completed and staff time is available)

- Historic District Nomination Form Updates: Landmarks & Design Commission Request
Both district nomination documents were created 30 years ago and need to be updated. These are documents that the Landmarks and Design Commission officially reviews and adopts, and then uses when evaluating proposed site changes during any design review.
 - STATUS: Staff will utilize time as available in 2026 to revise these forms.
- Historic Property Inventory: Landmarks & Design Commission Request
Creation of a historic property inventory within the City limits. Inventory work would include research of other jurisdiction's inventories, workplan development for creating Ellensburg's historic inventory, and an initial public meeting to gauge public interest and participation in this process.
 - STATUS: Staff are still actively exploring feasibility to conduct this work as time and resources are available.
- ECC 15.250.040 Conditional Use Permits: Community Development Proposal
Amend ECC 15.250.040 to refine decision criteria and appropriate conditions for approval.
 - STATUS: Staff have not prioritized this Section for revisions in 2026, based on the limited number of CUP requests and volume of other Title 15 amendments. Amendments may be adopted with the December ordinance if time is available.
- Street Standards: Public Works Request
Revise ECC Title 15 and Public Works Development Standards as needed for consistency.
 - STATUS: Staff have not prioritized street standards revisions in 2026, based on the volume of other Title 15 amendments and anticipated time needed for inter-departmental collaboration. Amendments may be adopted with the December ordinance if time is available.
- Narrow Street Standards: Community Development Proposal
Explore narrower street design standards. Work with Public Works to research standards. Include separation for bicycle uses. May be included with PUD ordinance (below).
 - STATUS: Staff have not prioritized drafting narrow street standards in 2026, based on the volume of other Title 15 amendments and anticipated time needed for inter-departmental collaboration. Amendments may be adopted with the December ordinance if time is available.
- Planned Unit Development Ordinance: Community Development Proposal

Explore adoption of a Planned Unit Development (PUD) ordinance to provide flexibility from development standards in order to achieve city goals. PUDs may include mixed uses, clustering of lots, provision of open space, and protection of critical areas. May include adoption of private road standards or amendments to public road standards to allow more flexibility.

- STATUS: Staff have not prioritized drafting a PUD Ordinance in 2026 based on the volume of other Title 15 amendments and anticipated time needed for inter-departmental collaboration. Amendments may be adopted with the December ordinance if time is available.

- Transferable Open Space Rights: Doug & Matt Stalder Request

Explore code amendment to allow for new developments to buy or provide open space rights primarily in the form of pocket parks and be able to buy and sell the rights to the open space square footage applicable to projects.

- STATUS: Staff have not explored a city-based transfer of development rights (TDR) program based on limited received interest, and have not prioritized drafting such amendments in 2026 based on the volume of other Title 15 amendments.
- Staff have received preliminary communication from Kittitas County Planning staff expressing interest in exploring an inter-jurisdictional City-County TDR program, where existing county development rights would be transferred into the City to entitle increased urban density and limit unincorporated developments. Such a program is recommended by the signed Interlocal Agreement for the UGA, pursuant to Council's approval December 20, 2021. Staff will continue preliminary discussions as they arise, but 2026 program adoption in Title 15 is unlikely.

- I-90 West Interchange Subarea Plan

Define subarea, develop scope of work, identify partners/stakeholders, establish vision and policies to implement vision, review of comprehensive plan policies, review of zoning and land development code, draft plan, and public outreach.

- STATUS: Staff have not prioritized creating the City's first and only subarea plan in 2026, based on the volume of Title 15 amendments required and anticipated time needed for development and adoption. Work will be considered for 2027, following 2026 Comprehensive Plan adoption to ensure consistency with updated policies and codes.



Meeting Date: February 17, 2026

**City of Ellensburg
City Council Agenda Report**

Agenda Subject: Ellensburg's 2026 Opioid Funding Contribution to Distribute Through Pooled City/County Grant Process (Public Comment Opportunity)

Submitted by: Heidi Behrends Cerniwey, City Manager

Department: City Manager

Suggested Motion/Action:

Move to approve \$100,000 in restricted Opioid Settlement Funds to be pooled with Kittitas County funds to distribute through the grant process established through the Interlocal Agreement (ILA) between Kittitas County and the City of Ellensburg for Pooling of Opioid Funds for the 2026 cycle and to make the necessary budget adjustments.

Background/Summary:

Washington State and certain local governments have and may continue to engage in litigation against entities within the pharmaceutical supply chain for their roles in the State's opioid epidemic resulting in large opioid distributors paying the State to end the litigation over multiple settlement agreements.

Kittitas County and the City of Ellensburg are participating local governments who have executed both the One Washington Memorandum of Understanding (MOU) Between Washington Municipalities and the Memorandum of Understanding between the Greater Columbia Region Municipalities to Establish an Opioid Abatement Council to establish a framework for the distribution and oversight of Opioid Funds (as that term is defined in both such agreements). Local governments that are parties to those agreements maintain full discretion over the use and distribution of their allocation of Opioid Funds, provided only 10% of those funds may be used for administrative costs and the balance must be used solely for Approved Purposes as that term is defined in the One Washington MOU.

Settlement funds are restricted and can only be used for expenditures authorized under the One Washington MOU, which include (very broadly stated) treatment, prevention and other strategies for addressing individual and community needs resulting from opioid use disorder. Decision-making regarding the use of settlement funds would be through nine pre-defined groups already established by the Washington State Accountable Community of Health Regions; Kittitas County is in the Greater Columbia region, which also includes Yakima, Franklin, Benton, Walla Walla, Columbia, Whitman, Garfield and Asotin counties. Each region has established an Opioid Abatement Council (OAC) to oversee the settlement, which are comprised of representatives from each county and the cities and towns within the counties.

Kittitas County is projected to receive a total of \$1,995,789.86 in settlement funds, which the

BOCC has the authority to direct the use of. To date, the County has received \$585,633.69. The City of Ellensburg is projected to receive a total of \$494,754.09, and has agreed to partner with Kittitas County. Total projected funds are \$2,490,543.95. It is also estimated that Kittitas County has received approximately \$400,000, and the City of Ellensburg has received approximately \$169,000, in settlement funds to date.

Previous Council Action:

At the December 15, 2025, meeting, Council approved an Interlocal Agreement (ILA) between Kittitas County and the City of Ellensburg for Pooling of Opioid Funds Resulting from the Settlement of Claims Against Pharmaceutical Supply Chain Participants.

Previously, Council authorized the signature of the City Manager on the One Washington Memorandum of Understanding (One Washington MOU) for future settlement of state opioid claims on April 18, 2022.

- The City received notice of five new proposed opioid settlements with Teva, Allergan, CVS, Walgreens, and Walmart, which were in addition to the prior settlements. This City signed onto the settlement on March 21, 2023.
- The City participated in the new National Opioids Secondary Manufacturers Settlements as of 9/25/2025.
- The City signed the Washington State Allocation Agreement governing the allocation of funds paid by the Purdue Bankruptcy, Sacklers, and Certain Opioid Manufacturers on 9/16/25.

Analysis:

City staff were notified that Kittitas County is planning to contribute \$300,000 to the pool for the first round of grants in 2026. Council will first need to determine the amount to contribute from City restricted Opioid Settlement funds for this grant period. Staff recommends the City contribute \$100,000, including administrative fees to the 2026 grant pool cycle.

Under the Interlocal Agreement the City committed to:

- Designate a set amount of Opioid Settlement Funds for each funding cycle, including a 10% administrative fee.
- Participate in evaluating and scoring proposals.
- City Council will approve allocation of City funds proposed by evaluation committee.
- City will pay full amount to Kittitas County for funding cycle and notify Opioid Abatement Council.
- Commit to funding priorities aligned with the adopted Kittitas County Community Health Improvement Plan and One Washington MOU Opioid Abatement Strategies Crosswalk Analysis, found in Exhibit C of this agreement.

As a reminder, Kittitas County and the City of Ellensburg will use the Kittitas County Community Health Improvement Plan (CHIP) to inform opioid abatement strategies including, but not limited to:

- Expanding availability of treatment and support mobile intervention for treatment (MOU) aligns with expand mobile and free clinic presence (CHIP).
- Stigma reduction is in both the MOU and CHIP.
- Prevention of misuse of opioids aligns with school programming and behavioral health screenings in CHIP.

The current balance received from Opioid Settlement is \$169,239. Overall, the estimated settlement funding the City is expected to receive over time is \$494,754.09. Staff recommend committing \$100,000, including the 10% administrative fee, during this first year which will leave a fund balance of \$69,239.

Financial Impact:

Current Opioid Settlement funding received is \$169,239.00, with no expenditures to date. Expenditures in 2026 of \$100,000, including the 10% administrative fee, during this first year will leave a fund balance of \$69,239 for future years. A budget adjustment is necessary.

Budget Adjustment: Yes

Attachments:

None



MANAGER'S REPORT

DATE: February 17, 2026

To: Ellensburg City Council

FROM: Heidi Behrends Cerniwey, City Manager

1. Register for Ellensburg Academy – March 11 & 18

It's America's 250th Anniversary this year. Celebrate by learning more about your local government. Ellensburg Academy is a civic education program designed to inform residents and community stakeholders about the operations of City government and what is involved in delivering and maintaining services in Ellensburg. This year, we will offer one six-hour program scheduled over two weeks on March 11 and 18, 2026, from 6:00 p.m. to 9:00 p.m. See attached flyer. Registration is available on the City website at www.ellensburgwa.gov/academy

2. Freight Mobility Strategic Investment Board Grant Application

Staff will be applying for a Freight Mobility Strategic Investment Board grant of \$3.5M for improvements of the University Way and Water St intersection. The proposed project would add dedicated left turn lanes and updated traffic signals providing protected left turns, flashing yellow left turn arrows, and improved detection at this high use intersection. This will benefit freight and motorists through reduced congestion and fewer conflicting traffic movements. Non-motorized access through the intersection will also be improved with separated times for pedestrian crossings, leading pedestrian intervals, and bicycle detection.

3. Public Works Department Closed for Staff Retreat on February 25

The Public Works office will be closed to business on Wednesday, February 25th, from 8:00 a.m. to 2:00 p.m. The Public Works administration personnel, as well as forepersons from sewer, shop and warehouse, street, and water divisions, will be in a staff retreat. City Manager's office team will answer the phone lines during this time.

4. Seeking Local Board Member for Yakima Humane Society

The Yakima Humane Society is seeking one more Ellensburg/Kittitas County-based Board member. Interested applicants must be prepared to: attend and actively participate in Board meetings, attend major fundraising events, engage with their personal networks about the Board's mission and projects, make a financial contribution, and grow and challenge themselves to achieve new goals. Interested parties should contact the City Manager's Office for a referral.

5. City of Ellensburg Customer Service Survey Launch

<https://forms.office.com/g/DmesN1PV8u>

The City is launching a Customer Service Survey this month. The link will be posted online and available by QR code at City facilities where customer interactions often take place. This survey is designed to help staff better understand how we are serving our community and where we can improve. All responses will be routed directly to the City Manager's office for review and/or response.



6. Goals for Priority-Based and Sustainable Budget

Given the long-term challenges of balancing the City's General Fund budget, Council received an orientation to a new method at the retreat—Priority-Based and Sustainable Budget Process—which will be used for development of the 2027-2028 Biennial Budget. This method will involve Council in setting priorities with deeper discussions about services and service-levels for programs and projects, building understanding revenue and limitations, and exploring sustainable options for the future. This work include an ad hoc community-based advisory committee which will be identified over the next few months. Goals identified for this process include:

- Set Priorities – Refine Council Strategic Vision and enhance with short-term and operational goals
- Understand Cost of Government—Establish common program/services inventory to track the cost of services and challenges sustaining service levels within structural constraints
- Create Budget Sustainability Plan—Explore policies and tools for sustainable budget revenues to address long-term funding for key community services and enhancements while maintaining reserve targets, fund restrictions, and mandates
- Engage Community Members—Use community survey to advise priorities and Ad Hoc Committee for funding and revenue recommendations; improve understanding and ownership
- Develop Responsive Budget Process—Articulate service level choices and tradeoffs by reformatting budget tools and processes over time and scoring programs and proposals against Council-defined criteria
- Measure Outcomes—Create meaningful metrics to measure program/project impact and outcomes
- Advance Full Circle Accountability and Transparency—continue to report success

- Empower Participants— Equip Council, management, and staff with tools and resources to align project and operational outcomes with stated priorities and goals

7. Preview of Tuesday, March 2 Council Agenda

The next meeting will include presentation of the annual report from Ellensburg Police Department and first reading of an ordinance revising the City's Community Development fees. Tentatively scheduled is a Letter of Commitment with the selected developer for the Fieldhouse ground lease at Rotary Park and a funding recommendation from Ellensburg's Lodging Tax Advisory Committee for \$500,000 in lodging tax dollars to close the funding gap for the Rodeo Grandstand project currently underway.



ELLENSBURG ACADEMY

The 2026 Ellensburg Academy is a two-session class designed to teach Ellensburg residents about the inner workings of Ellensburg's local government. Join this free program to get involved and become a more informed and engaged resident! Enrollment is open to residents 18 and up.

Class is in session from 6-9 p.m. March 11 & March 18, 2026 at Hal Holmes Community Center, 209 N. Ruby St., Ellensburg.

Enroll at: www.ellensburgwa.gov/academy

You'll get:

- ✓ A behind-the-scenes look at local government
- ✓ Practical knowledge you can share
- ✓ A certificate upon completion of both classes and a secret swag item



Scan QR code to enroll or visit
www.EllensburgWA.gov/academy



City of
Ellensburg
WASHINGTON
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Support HB 2006 (Ybarra)

Extending the Deadline for Industrial Land Bank Authority H. Local Government 7-0

What HB 2006 Does

HB 2006 extends the deadline for counties to designate industrial land banks under the Growth Management Act (GMA). This authority previously expired in 2016. The bill provides a limited two-year extension so counties that were unable to act before the original deadline may still participate.



Why This Matters for Kittitas County

Kittitas County did not designate an industrial land bank prior to the 2016 expiration. Kittitas County is one of six counties without any port district, and the industrial land bank process is the county's most effective tool for planning future economic development and job creation.



Local Economic Development Opportunity

Kittitas County is currently working with Central Washington University, the local business community, and other partners to develop a new technology transfer program. The proposed site is CWU's historic Old Heat Building, located in the former coal plant that provided steam to heat university facilities. As this program grows, the county must ensure adequate land capacity to support industrial and employment uses.

Bottom Line

HB 2006 restores a previously available planning tool. It does not create new authority or bypass existing GMA requirements. It simply allows counties a second opportunity to responsibly plan for economic growth. This measure is broadly supported by Kittitas County local governments, business organizations, school districts, and Central Washington University



Cle Elum-Roslyn
SCHOOL DISTRICT





City of Ellensburg, Washington 2025 Year in Review

2026 Ellensburg City Council

Rich Elliott, Mayor

Sarah Beauchamp

Nancy Goodloe

Nancy Lillquist

David Miller

Delano Palmer

Joshua Thompson

Ellensburg City Hall
501 N. Anderson St.
Ellensburg, WA 98926

For more information about items contained in this report, contact the City Manager's Office at (509) 962-7221 or citymanager@ellensburgwa.gov.

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City Staff Senior Leadership Team:

Heidi Behrends Cerniwey, City Manager
 Christopher Horner, City Attorney
 Dan Carlson, Community Development Director
 Brad Case, Parks & Recreation Director
 Josephine Camarillo, Library Director
 Jim Goeben, IT Director
 Nicole Klauss, Public Information Officer
 Ryan Lyyski, Public Works Director
 Jerica Pascoe, Finance Director
 Buddy Stanavich, Energy Services Director
 Kelle Vandenberg, Arts & Economic Development Manager
 Ken Wade, Police Chief
 Lisa Young, Human Resources Director

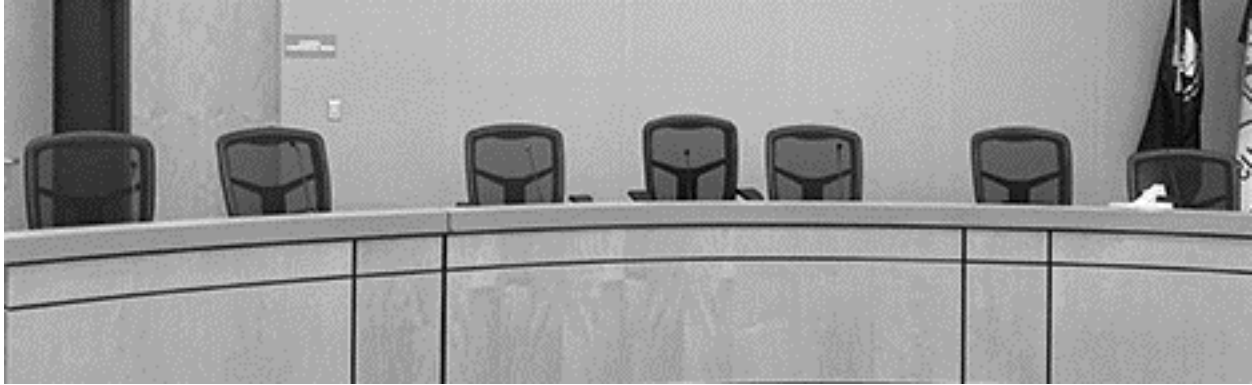


City Attorney's Office

The City Attorney's Office (CAO) for the City of Ellensburg includes two full-time employees: the City Attorney and the Executive Assistant, who also serves as the City's Public Records Officer and Deputy City Clerk (funding for this position is shared with the Finance Department). In 2026, prosecution services were transferred by contract to the Kittitas County Prosecutor's Office, which eliminated the Assistant City Attorney's position.

Major Accomplishments

- Processed 57 public records requests with production of several thousand pages of records while also providing general public record advice to all departments.
- Advised Ellensburg Police Department Records Division on multiple public records requests. The City Attorney's Office also meets annually with the Ellensburg Police Department Records Clerks to review new legal or other developments specific to law enforcement records.
- Prepared or assisted in the preparation of 25 new or amending ordinances that were adopted by City Council in 2025, including:
 - Two franchise ordinances
 - Amending the City's Land Development Code
 - Adding a new chapter of City code to address street banners, sidewalk flags, and decorations
 - Amending the Comprehensive Plan
- Prepared, assisted in the preparation of, or reviewed 32 resolutions that were adopted by City Council in 2025, including:
 - Council support for the KVH property tax levy initiative
 - Amending the City Council Rules of Procedure
 - Submitting a public transportation (transit) .2% sales and use tax ballot measure to the voters, and repeal of the existing TBD .2% sales and use tax.
- Provided confidential legal advice and analysis to City staff on various matters throughout the year.
- Reviewed numerous contracts, interlocal agreements and other agreements for legal compliance and risk management purposes (including, but not limited to, the fieldhouse replacement RFQ; opioid litigation settlement funds; cold weather shelter).
- Assisted in successfully negotiating an agreement for the Kittitas County Prosecutor's Office to handle prosecution of City cases starting January 1, 2026 and oversaw the transition of cases from the City to Kittitas County.



City Manager's Office

The City Manager's Office is responsible for execution of City policies and budget expenditures established by the City Council, providing administrative direction to all City departments, and overseeing budget expenditures approved by the Council and results of those programs, services, and investments. The City Manager is the chief administrative officer of the City and directly supervises the City Attorney, Police Chief, and Directors of Human Resources, Library, Finance, Public Works, Energy Services, Parks & Recreation, Information Technology, and Community Development; the Arts & Economic Development Manager, the Public Information Officer, and Executive Assistant.

Major Accomplishments

The City Manager provides guidance and support to all City departments and divisions to deliver services and to achieve goals and priorities set forth in the City Council's Strategic Vision. Adopted priorities for 2024-2029 include five pillars: Dedicated Parks and Recreation Resources; Sustainable Economic Development; Affordable Housing and Living; Infrastructure and Energy, and; Safety, Civic Engagement, and Cultural Inclusion. Highlights in 2025:

Dedicated Parks & Recreation Resources

- Unity Park project was completed and performed in its first year as an event space, hosting community events such as Hoedown in the Downtown and movie night in the park. Contracted with Kittitas County Chamber of Commerce to operate a seasonal Visitor Information Center at Unity Park. Arts Commission unveiled the art installation "Harmonize," by Crista Ann Ames. And the water feature at Unity Park was tested and will be operational for the 2026 season.
- Received the Heart of Downtown Award for Unity Park by the Ellensburg Downtown Association.
- Maintained Bicycle Friendly Community Silver status, since 2015, and celebrated Bike Month with a community event.
- Continued planning activities and solicitation of developers to construct Ellensburg Fieldhouse, a proposed indoor recreation facility at Rotary Park, which would pursue construction of the facility through a private/public partnership as allowed by RCW 35.42 (Lease-Lease back).
- City made improvements to Kittitas Valley Memorial Pool HVAC and flat roof and repaired sloped roof. Conducted tour and education session for community on pool operations and maintenance history. City Council approved funding for engineering and design of a new sloped roof \$535,000 to replace the sloped roof in 2026.
- Repaired a pedestrian bridge at Irene Rinehart Riverfront Park.
- Completed a comprehensive City Parks & Facilities Tree Inventory as part of the new Urban Forest Management Plan.
- Provided location at Rotary Park for The Walls That Heals, a replica of the Vietnam Veterans Memorial in Washington, D.C.

- Implemented Parks Department fee increases—the first increases in over 30 years for some programs. Continued community education on how parks are funded.
- Parks initiated the process to update the Park, Recreation, Open Space and Sustainable Funding Plan, which included a community survey and public engagement about park priorities.

Sustainable Economic Development

- Facilitated development of the Kittitas County Economic Development Partnership to refine how economic development is coordinated in Kittitas County. The Partnership is a collaborative model for transformative county-wide economic development and includes members of the Conference of Governments, Central Washington University, and all economic development organizations.
- Continued partnerships with Kittitas County to inspect bridges, complete road maintenance (chip seal) 5.56 miles of City streets, stripe roadways, and coordinate flood response.
- Worked with owners and agents of prospective developments to consider projects in the City, including the 1+ million sq. ft. WinCo Distribution Center project, and many others.
- Developed the Ellensburg Downtown Beautification Plan in partnership with Ellensburg Downtown Association.
- Established the Ellensburg Creative District (ECD) Wayfinding Plan and led the efforts for the installation of Phase I district wayfinding signage and implementation. Held and led Ellensburg Creative District Summit with 25+ attendees.
- Assisted in the formation of the Ellensburg Mural Society, a community-led organization committed to the preservation, restoration, and development of murals and graffiti abatement in the City.
- Supported in the application process for the 2026 Places Conference, bringing an anticipated 450+ attendees to Ellensburg for a three-day event.
- Continued progression of design and incremental infrastructure improvements to entrances into Ellensburg with Gateway I (complete), II (90% design with construction anticipated in 2028 if grant funding comes through), and III (under design) to improve stormwater treatment, non-motorized transportation, and roadway function and aesthetic of University Avenue and Vantage Highway.

Affordable Housing & Living

- Received Department of Commerce Connecting Housing to Infrastructure (CHIP) grant for Pathways Place (78 units) and Odd Fellows Lodge #20 (24 units) housing projects.
- Habitat for Humanity completed the second phase at Stuart Meadows (six homeownership units). Six more units are planned in 2026 to complete this project. The City contributed \$765,000 in affordable housing funds and managed and coordinated use of a \$1.395 million State CHIP grant.
- Funded HopeSource's acquisition of eight (8) rental units at Addison Place, which opened in 2025. The City contributed \$1,200,000 in affordable housing sales tax funds to the project, which also received a grant from Kittitas County.
- First & Pine property – 16-17 units in planning phase. After two revisions, Council approved a townhouse homeownership partnership project by Manastash Architecture Planning & Development, TM Construction and HomeSight. All ownership units will be reserved for households with incomes up to 80% of the area median.
- Held an accessory dwelling unit information session featuring information from lenders, architects, realtors, planning, building and utilities staff.
- Secured 2-year Cold Weather Shelter lease; completed site improvements and partnered with Kittitas County for operations (through contract with HopeSource; enhanced by volunteer support) at Grace Episcopal Church site on B Street in Ellensburg.
- Completed significant amendment to the Land Development Code to clarify language and rectify timeline requirements.

Infrastructure & Energy

- Restructured departments to establish the Energy Services Department to add capacity and better serve Ellensburg's energy future. Hired new Energy Services Director and other critical positions to meet safety, reporting, sustainability, telecom, and clean energy goals.
- Developed Transportation Safety Action Plan for the City and surrounding Urban Growth Area. The Plan was funded by a federal grant award through the Safe Streets and Roads for All (SS4A) program and aims to reduce and eliminate serious injury and fatal crashes for all modes of transportation.
- Completed the Craig's Hill Water Pressure Improvements Project, which installed a pump house and booster pumps to create a new pressure zone in the vicinity, increasing available fire flow and allowing for full and more efficient use of Craig's Hill water tower.
- Replaced a major 24-inch valve on the concrete water main along Dry Creek Road.
- Completed utility extension project to create system redundancy for the City's infrastructure along Seattle Avenue between Willow Street and Magnolia Street.
- Received \$438,000 in grant funding from Department of Commerce for Fiber Extension and Fixed Wireless Broadband project to help eliminate the broadband gap in rural Kittitas County, bringing high-speed internet to nearly 500 unserved households northwest of the City limits and fiber service to three outlying City water wells.
- Wastewater Treatment Plant (WWTP) fiber buildout to connect the last major City facility completed.
- Administered State-funded Home Electrification and Appliance Rebates (HEAR) rebates for low-to-moderate-income households and small businesses to install heat pumps, heat pump water heaters, induction stoves, heat pump clothes dryers, and electric service upgrades for new high-efficiency equipment.
- Developed a ballot measure to repeal the 0.2% Transit Benefit District Sales & Use Tax that expires every 10 years and replaced it with a 0.2% Transit Tax that does not expire which was approved by Ellensburg voters (65.33%) during the general election.
- Ellensburg Central Transit updated system to allow passengers to subscribe to real-time detour or delay service alerts via SMS or email.
- Launched Ellensburg Central Transit Strategic Plan update including a survey to learn about residents' experiences and priorities related to services.
- Secured two Transportation Improvement Board (TIB) grants for street improvement projects adding a roundabout at Umptanum Road and Anderson Road intersection and funding for an overlay on South Canyon Road in 2026.
- Held first Ellensburg Recycling Event in partnership with Waste Management, Central Washington University, and Ellensburg Glass Recycling Cooperative.
- Converted intersection of Helena Avenue and Airport Road/Walnut Street into a 4-way stop.
- Replaced curb and driveway concrete on Pfenning Road that was placed out of tolerance with project specifications at no additional cost to the City.
- Added three new bus shelters located at Rotary Park; Ruby Street and South 4th Avenue; and Umptanum Road and Ruby Street.
- Completed Water Street Overlay Project—stretching from Main Street/Manitoba Avenue to Bender Road. The project included an overlay of Water Street, brought 145 ADA ramps up to code, and upgraded five intersections to the latest video detection technology, which includes bicycle detection. The project was primarily funded (approx. \$3 million) by a federal Surface Transportation Program (STP) grant. This was the largest overlay project in the City's history.
- Finished construction of the Reecer Creek Levee Phase 2 to help mitigate the impacts of flooding in West Ellensburg, protecting people, property, and benefiting the environment.
- Continued work on Urban Forestry Management Plan, which is funded by grant from Department of Natural Resources. Launched a survey to learn about residents' priorities related to trees and management of the City's urban forest. The project will be completed in 2026.
- Coordinated annual Arbor Day free tree giveaway program, providing 57 trees to City residents.

- Maintained Tree City USA certification—and for the third consecutive year, the City will receive Tree City USA Urban Growth Award.
- Approved two (2) telecommunications franchise ordinances. Developed new fiber permit application to facilitate consistent and efficient review of fiber construction projects.
- Completed the Anderson Road Sewer Extension Project Phase 2 which installed over 4,000 feet of 18" sewer line from the intersection of 3rd Avenue and Lincoln Street to connect with the Phase 1 project. This project removed the lift station which reduces maintenance for the wastewater system.
- Created a new chapter of City code to address street banners, sidewalk flags, and decorations.
- Approved annual Comprehensive Plan amendments to update the City's Capital Improvement Plans and revise Chapter 9 to Access, Engagement, & Belonging.
- Launched Ellensburg 2046 Comprehensive Plan Update: Hometown Heart — Bright Future required 10-year periodic update. Held an open house event to get feedback from community members.

Safety, Civic Engagement, & Cultural Inclusion

- Hired and onboarded new City Attorney to provide comprehensive legal services to City Departments, following retirement of incumbent.
- Negotiated a service agreement for the Kittitas County Prosecutor's Office to handle prosecution of City cases starting in 2026.
- Hosted City Council and advisory board/commission meetings in-person and virtually to provide options to community access.
- Hosted a gang awareness community presentation to share what residents can do to address the concerns gangs pose to the community.
- Used FLOCK automatic license plate reader (ALPR) system tool to contribute to crime prevention with many successful cases.
- Acted on results from evidence-based policing practices and police/community safety survey and partnered to expand the juvenile Handle with Care program and referred 527 children to services.
- Continued partnership with Ellensburg School District for School Resource Officer program.
- Appointed Sarita Dasgupta as the 2026-2028 Ellensburg Poet Laureate.
- Continued to provide accessibility and translation services, especially English to Spanish.
- Ellensburg Public Library held a library card design contest, announced the winning design, and ordered new cards featuring Megan Pickerel-Winer's artwork.
- Hosted Concerts in the Park, Touch-A-Truck, Jr. Rodeo Parade, Youth Gladiator Dash, National Night Out, Cop on Top, Bike Month community rides, Coffee with Council, Ignite the Arts, and flood mapping open house events, among others.
- Designed and facilitated two community conversation workshops and one Braver Angel's Common Ground workshop to discuss diversity, equity and inclusion and Chapter 9 of the City's Comprehensive Plan.
- Partnered with community organizations for Juneteenth holiday event.
- Co-hosted the Historic Preservation Month Open House and Award Presentation.
- Held City Council Candidate Information Session ahead of filing week to provide an overview of the City's form of government. Held four Ellensburg Academy sessions with City 101, budget workshop, water and wastewater, affordable housing, historic preservation, a day in the life of a police officer, and more.
- Launched Pod People, a podcast discussion club at the Library.
- Awarded \$1.62 million Community Development Block Grant (CDBG) for new building HVAC system at Library/Hal Holmes Community Center.
- Served as pass-through entity for \$900,000 federal USDA grant for FISH warehouse facility improvements.

Maintain a Well-run City—Organizational Effectiveness

- Reinforced importance of Core Team Values for excellent service delivery through onboarding, communications, and talent management system.
- Conducted training and coordination for board and commission staff to improve effectiveness and consistency.
- Refined roles, authority, and membership of Environmental Commission, Utility Advisory Committee, Ellensburg Transportation Advisory Committee (formerly Public Transit Advisory Committee) to distribute oversight functions and clarify responsibility for staff.
- Established new City employment web interface to provide better experience for applicants; participated in two job fairs; facilitated several job shadow opportunities and internships across City functions.
- Coordinated wellness activities to improve morale and health of City employees, prepare for Well City award (2% reduction in health insurance premiums), and encourage emergency preparedness of staff.
- Completed customer-focused improvements to customize payment dates and revise late payment notices to utility billing services.
- Encouraged City staff serve on professional association boards and service committees to represent Ellensburg: American of Public Works Association (APWA); Washington Finance Officer Association (WFOA); Washington City Management Association (WCCMA); Western States Information Network (WSIN), etc.
- Initiated new utility outage notification system to improve diagnostics of electric system outages and two-way communications with customers.
- Developed legislative priorities to frame City position on policy issues to allow staff and lobbying consultants to advocate for City interests at state and federal levels.
- Managed organization to achieve a balanced budget and solid financial position.
- Maintained compliance with Washington State Climate Commitment Act (CCA) by reporting and carbon allowance purchase/trading to cover electric and natural gas utility emissions.
- Made cybersecurity policies, infrastructure, and technology improvements to protect public data and interests.
- Received clean audit report from Washington State Auditor’s Office for 2024 Financial Reports, federal funding (single audit), and Accountability Audit.
- Conducted process improvement actions to create efficient services for centralized contracts and records management.
- Closed out 30-year agency activities and audited Ellensburg Business Development Authority (EBDA).
- Transitioned to new health insurance benefit plan for non-union and OPEIU employees, which saved taxpayer dollars.
- City moved toward Enterprise Resource Planning (ERP) replacement project kickoff, which will improve City’s core operations and processes including finance, accounting, payroll, HR, supply chain, and more.



Communications

The Public Information Officer provides communications support to all City departments. The City communicates via the website (www.ellensburgwa.gov), social media, e-newsletters, text and email notifications, advertising and press releases, print publications such as utility bill inserts and mailers, at events, and in person.

Major Accomplishments

- Continued use of traditional and social media in City communications to advertise events, programs, and initiatives.
- Provided accessibility and translation services, especially in English to Spanish materials.
- Began implementation of accessibility required through federal web content accessibility guidelines (WCAG 2.1, Level AA).

Benchmarks

- City social media platforms had a combined 11% increase in followers in 2025.
- More users access the City website throughout the year. Website page views were up 1.7% over the previous year, at 645,908 views. Website users were up 14.62% at 221,951, and 54% of visits were via desktop. The top five most searched terms on the City website were "pool schedule," "pool," "jobs," "pool use schedule & fees," and "library."
- More people watched more City Council meetings on YouTube. In 2025, the total views of City Council meetings on ECTV's YouTube channel were up 3.52% at 7,353.
- The City sent out 12 editions of the e-newsletter, "Ellensburg Insider," an annual printed newsletter that was direct mailed to 10,548 addresses, 29 press releases, and regular updates to the City website and social media.



Arts & Economic Development

The Arts & Economic Development Manager works closely with the City Manager, department staff, City Commissions, and external partners to direct, plan, lead, and coordinate economic development activities (0.5 FTE) and expand the creative sector (0.5 FTE) for the City.

Major Accomplishments

- Coordinated and participated in the development and formalization of the Kittitas County Economic Development Partnership, a collaborative model for transformative county-wide economic development. This partnership includes all municipal members of the Conference of Governments, Central Washington University, and all economic development organizations within the county. It is tasked with the implementation of the Kittitas County Economic Development Strategic Plan.
- Participated in or led special projects for future development in Ellensburg/County (2025/2026):
 - Ellensburg Fieldhouse (funding)
 - Public Facilities District (feasibility planning)
 - Value Added Wood Products Task Force
 - Downtown Parking Survey and Traffic Count
 - Lean Charter with SAO for Commercial Permit Process Improvement
 - Ellensburg 20-year Comprehensive Plan, Economic Development element
- Drafted the Ellensburg Downtown Beautification Plan in partnership with the Ellensburg Downtown Association, the Lodging Tax Advisory Committee, City of Ellensburg Parks & Recreation.
- Worked with community partners and outside agencies, developed the Ellensburg Community Calendar, (launching Spring 2026) that connects multiple organizations' event calendars for a comprehensive one-stop shop for events and activities in and around Ellensburg.
- Developed the Ellensburg Creative District (ECD) Wayfinding Plan with City Council approval and led the efforts for the installation of Phase I district wayfinding signage and implementation in partnership with ArtsWA, WSDOT, Central Washington University, and the Ellensburg Arts & Cultural Alliance. Also secured \$12,500 in grant funding to pay for the project.
- Hosted and led Ellensburg Creative District Summit with 25+ attendees that helped shape the Scope of Work and district priorities for 2025/2026.
- Led ECD Strategic Planning efforts and wrote and submitted Annual Report to ArtsWA.
- Held key meetings with state leadership (Rep. Tom Dent and Rep. Alex Ybarra) on the importance of the creative sector driving economic growth in Central Washington. Participated in Inspire Washington's Advocacy Roadshow.
- In partnership with the cities of Moses Lake and Soap Lake, developed a Central Washington collaborative partnership to drive regional economic development of the creative sector.

- Assisted in the application process for the 2026 Places Conference through Washington State Main Street and Washington State Department of Archaeology and Historic Preservation (DAHP), helping to secure Ellensburg as the location for the 2026 Places Conference, bringing an anticipated 450+ attendees to Ellensburg for a three-day event.
- Assisted in the formation of the Ellensburg Mural Society, a community-led organization committed to the preservation, restoration, and development of murals and graffiti abatement within Ellensburg.
- Onboarded six new commissioners/committee members to serve on the City's Arts Commission and the Lodging Tax Advisory Committee, respectively.
- Coordinated the selection, installation, and unveiling ceremony for a significant sculpture in Unity Park titled, 'Harmonize' by local artist, Crista Ann Ames.

Ellensburg Arts Commission

The Ellensburg Arts Commission supports artists, creators, innovators, and organizations throughout the community to enrich the arts and drive economic growth of the creative industry in Ellensburg. To successfully achieve its mission, the Ellensburg the Arts Commission focuses on five primary areas: project grants, First Friday Artwalk, City art collection/public art, poet laureate, and the Ellensburg Creative District.

Major Accomplishments

- Added three new Arts Commissioners with professional experience in graphic design, dance, photography, and education.
- Added two new Art Walk Venues in 2025.
- Commissioned and installation of 'Harmonize' at Unity Park by artist Crista Ann Ames
- In partnership with the EDA, formalized the Ellensburg Mural Society.
- Created new event Ignite the Arts to help drive traffic during the slow summer holidays.
- Held six (6) separate community calls for artists and community awards.
- Selected Kara Hunnicut as the City of Ellensburg's Arts Treasure Awardee; Mike McCloskey selected as the City of Ellensburg Arts Advocate Awardee.
- Awarded \$24,500.00 in annual project grants.
- Completed and submitted Ellensburg Creative District Annual Report to ArtsWA.
- Completed Ellensburg Creative District Phase I Wayfinding signage project; completed Year 3 Ellensburg Creative District Strategic Planning RACI (Responsibility, Accountable, Consulted, and Informed) chart.
- Worked with community partners on the implementation of the Ellensburg Community Calendar to bridge community and University community events for mutual benefit and awareness.
- Organized and led a free grant writing workshop for community individuals and organizations in partnership with the Ellensburg Arts and Cultural Alliance.
- Increased year-over-year data collection and reporting for the Arts Commission and for the Creative Sector in Ellensburg.
- Selected Sarita Dasgupta as the City of Ellensburg 2026-2028 Poet Laureate

Benchmarks

- Completed six successful calls and/or applications for artists projects and honors.
- The Arts Commission committed 49% of the 2025 budget to support Project Grants.
- The average total award amount given in 2025 for project grants was \$2,227.00.
- The Arts Commission has awarded \$191K in grants over the last eight years.

Diversity, Equity & Inclusion Commission

The Diversity, Equity and Inclusion Commission operates under the authority of Chapter 1.88 of the City Code and is responsible for advising the City Council on diversity, equity and inclusion matters with the mission to support Ellensburg in celebrating the Ellensburg community that welcomes and is supportive to all residents and visitors because doing so enriches each individual's life and the community's wellbeing and vitality.

Major Accomplishments

- Updated the Commission's Listening Tour policy and pre-session script to strengthen consistency and community trust.
- Continued relationship-building with liaisons at the Ellensburg School District, Ellensburg Downtown Association, and Central Washington University.
- Three Commission members attended the Braver Angels Community Workshop as listeners to hear multiple perspectives from the community.
- Met with the City's Arts & Economic Development Manager to discuss opportunities for Commission involvement in citywide inclusive arts initiatives.
- Commission members served on the Juneteenth Event Subcommittee and attended the celebration.
- Created a grounding statement used at the start of Commission meetings, including definitions of diversity, equity, inclusion, accessibility, and belonging, as well as examples of how Commission work aligns with each principle.
- Provided multiple equity-informed advisory recommendations to City Council, including guidance on the docketed Comprehensive Plan process and other policy issues related to inclusion and community wellbeing.
- Attended City Council meetings to offer public comment and address ongoing public criticisms and misinformation regarding the Commission's work.
- Requested and participated in a joint study session with City Council in June 2025.
- Attended a Planning Commission Study Session to discuss the DEI Commission's recommendations to City Council regarding the Comprehensive Plan – Chapter 9.
- Received a briefing from City staff on the 2025 Comprehensive Plan update process; several Commission members also individually participated in Community Conversations about the future of the Commission and the DEI chapter in the Comprehensive Plan and attended the Common Ground Workshop as listeners as part of the Comprehensive Plan docketing process.
- Invested significant time drafting an equity-informed version of Comprehensive Plan Chapter 9 and formally recommended its adoption as part of City Council's review in place of the alternative draft, which was ultimately adopted. The Commission held a Special Meeting to prioritize and advance this guidance to Council.

Benchmarks

- Wrote 12 proclamations.
- Awarded \$5,000 in grant funding.
- Hosted four (4) listening tours.

Lodging Tax Advisory Committee

The Lodging Tax Advisory Committee operates under City Ordinance No. 4111 and is responsible for reviewing proposed changes to the lodging tax rate, exemptions, and use. Tax proceeds may be used for tourism promotion, the acquisition and operation of tourism-related facilities, and other uses as authorized by State law.

Major Accomplishments

- Downtown Trash Receptacle Replacement Plan: Worked with multiple City departments, the Ellensburg Downtown Association, and the Lodging Tax Advisory Committee (LTAC) to dedicate \$60,000 in funding toward the replacement of the downtown trash receptacle bins. This is a 2025-2026 project.
- Ellensburg Community Calendar: Working with community partners to develop a one-stop-shop community event and opportunities calendar that is hosted on MyEllensburg.com. This calendar utilizes API technology to connect all Chamber, EDA, CWU, and community partner events. It also allows any community organization/individual to add their event to the calendar with tracking metrics. This is a 2025-2026 project.
- Welcomed new Lodging Tax Advisory Committee member from the recreational sports tourism industry.
- Added capacity with the addition of a Visitor's Center at Unity Park, serviced through the Professional Services Agreement with the Kittitas County Chamber of Commerce.

Benchmarks

- Allocated funding to 17 events and/or organizations through the Consolidated Lodging Tax Grant process with Ellensburg contributing \$97,595.29 in funding to support the grants in 2025.
- Council recommendation and approval of allocating an additional percentage to share the administrative cost to support the Consolidated Lodging Tax Grant Program to create a more streamlined process for scoring and reimbursement.



Community Development Department

The Community Development Department (CDD) is responsible for providing guidance and coordination for all land planning and development activities throughout the City. The department consists of three divisions – Building, Planning, and Housing.

In 2025, the department included ten (10) staff members, with the Community Development Director having oversight of all three divisions. The Planning Division includes the Planning Manager, three Planners, and a Planning Technician. The Building Division includes the Building Official, Building Inspector, and Building Permit Technician. The Housing Program Manager staffs the Housing Division.

The goals of the department are three-fold:

- Implement and further the community's vision for future growth, including development patterns and design, through implementation of the Comprehensive Plan, administration of the land development code, and housing action plan.
- Provide timely, accurate, consistent, and impartial review of all land development permits including subdivisions, zoning, and environmental/critical areas.
- Ensure all new or existing structures are constructed and remodeled in accordance with the current City Building and Fire Codes.

Major Accomplishments

- Began work on the 10-year Periodic Update of the Comprehensive Plan, including hiring consultant team, conducting public outreach, reviewing existing documents, and working with consultants to complete drafts of the Land Capacity Analysis and Climate Hazards and Impacts Assessment.
- Completed the 2025 Annual Docket of Comprehensive Plan Amendments including the following amendments:
 - Annual update of the six-year Capital Improvement Plans
 - Revised Chapter 9: Access, Engagement, and Belonging
- Completed significant amendment to the Land Development Code, including:
 - Code update to allow co-living housing in accordance with ESHB 1998
 - Two applicant-initiated code amendments
 - Substantial code cleanup to correct contradictions, clarify language, and rectify timeline requirements
- Managed and coordinated use of affordable housing sales tax funds and Department of Commerce Connecting Housing to Infrastructure (CHIP) grant for Stuart Meadows affordable housing project.
- Received CHIP grant for Pathways Place and Odd Fellows Lodge #20 Housing Project.
- Processed project amendments for the 1st and Pine Townhomes affordable housing project.

- Worked with Affordable Housing Commission and City Council to fund HopeSource's acquisition of eight (8) rental units at Addison Place.
- Supported Cold Weather Shelter lease, site improvements, and partnership with Kittitas County for operations at Grace Episcopal Church.
- Processed 146 development review applications, including:
 - 32 pre-application meetings
 - 6 Preliminary Short Plats
 - 5 Final Plat Approvals
 - 6 Boundary Line Adjustments
 - 5 Site Development Permits
 - 46 Critical Area Permits
 - 7 Landmark Certificates of Appropriateness (COA)
 - 3 Site Specific Rezones
 - 3 Administrative Variances
- Issued 251 building permits, 243 mechanical/plumbing permits, and 18 sign permits.
- Conducted 3,754 building inspections.
- Large-scale commercial/institutional project plan review, permitting, and inspections, including:
 - WinCo Foods Distribution Center
 - CWU Academic North Building
 - CWU Multicultural Center
- Received, investigated, and processed 8 code enforcement requests.

Benchmarks

Residential Permits & Units Issued by Housing Type								
Housing Types	2022		2023		2024		2025	
	Permits	Units	Permits	Units	Permits	Units	Permits	Units
Single-Family	51	51	55	55	58	58	55	55
Duplex	0	0	0	0	5	10	0	0
Multifamily	2	68	1	16	2	23	0	0
Manufactured Home	1	1	0	0	3	3	0	0
Total	54	120	56	71	68	94	55	55

Commercial Building Permits & Valuation								
Type of Permit	2022		2023		2024		2025	
	Permits	Valuation	Permits	Valuation	Permits	Valuation	Permits	Valuation
New Buildings	6	\$2,931,785	7	\$4,771,123	5	\$4,848,318	11	\$53,876,122
Addition & Alterations	16	\$8,303,905	52	\$4,137,310	41	\$6,712,798	35	\$3,904,423
Repairs & Re-roofs	10	\$1,115,442	12	\$731,904	12	\$517,185	7	\$371,679
Demolition	3	0	2	0	2	0	2	0
Other	0	0	3	\$305,898	12	\$5,420,245	5	\$322,000
Total	54	\$12,351,133	76	\$9,946,235	72	\$17,498,546	60	\$58,474,224

Planning Commission

The Planning Commission operates under the authority of Chapter 1.14 of the City Code and is responsible for:

- Reviewing and making recommendations to the City Council pertaining to the long-term Comprehensive Land Use Plan and the zoning ordinances.
- Conducting hearings and making decisions and/or recommendations on a variety of land-use applications including permits, annexations, rezones, and subdivisions.

Major Accomplishments

- The Planning Commission held a joint study session with the Affordable Housing Commission in July to discuss Inclusionary Zoning possibilities.
- The Planning Commission conducted a public hearing and made a recommendation to approve two Comprehensive Plan amendments. These amendments included updates to the City Capital Improvement Plans and replaced Chapter 9 with a revised version: Access, Engagement, and Belonging.
- The Planning Commission conducted a public hearing to consider Land Development Code Amendments and made recommendations to City Council. City staff proposed a large code clean-up including two citizen proposed updates, and two staff proposed updates. Citizen-proposed updates included adding an exemption to Temporary Use Permits, and a repeal and replace of the binding site plan code section. The staff proposed updates included required updates to housing code sections, and a large code clean-up to remove contradictions and add clarity.

Benchmarks

- The Planning Commission held ten meetings and one executive session during the 2025 calendar year.

Environmental Commission

The Environmental Commission operates under the authority of Chapter 1.60 of the City Code and is responsible for advising the City Council on environmental matters with the mission of maintaining and enhancing the uniquely livable and sustainable environment enjoyed by City residents. The commission is responsible for administering the water quality grant program as well as advising City Council on matters to promote bicycle use within Ellensburg.

Major Accomplishments

- Recommended awarding of \$10,000 in community grant funds from the Stormwater budget. The grants funded \$10,000 to Mid-Columbia Fisheries for the Adopt a Stream & Backyard Buffer program.
- Discussions continued regarding the Commission's role, purpose, and involvement related to the Sustainability and Energy Plan and code changes.
- Participated in recycling event and Bike Month.

Benchmarks

- The Environmental Commission met 10 times in 2025.

Affordable Housing Commission

The purpose of the Affordable Housing Commission is to support the development of safe and affordable housing and related services in the City, by assisting the City in determining gaps in housing, and by making recommendations to the City Council for addressing the identified affordable housing needs of City residents.

Major Accomplishments

- Habitat for Humanity completed second phase (six homeownership units) at Stuart Meadows.
- Funded HopeSource's acquisition of eight rental units at Addison Place.
- Completed wetland reconnaissance at Catherine Property.
- Hosted Accessory Dwelling Unit (ADU) information session in coordination with Kittitas County and local professionals.
- Contributed to Kittitas County's updated five-year homeless housing plan.
- Supported Cold Weather Shelter lease and site improvements at Grace Episcopal Church.
- Reviewed and recommended developer project adaptations for 1st and Pine townhomes.
- Began housing policy review for Comprehensive Plan periodic update.
- Received Connecting Housing to Infrastructure Program (CHIP) grant for Pathways Place; applied for 2026 funding for Odd Fellows Lodge #20 Housing Project.

Benchmarks

- 14 new affordable units (six homeownership and eight rental) completed with City support.
- 100 income restricted housing units in three developments planned or under construction with City support.
- Received three funding applications for a total value of \$3,500,000. Council allocated \$1,200,000 for one project; the two remaining applications (received in November) will be considered in 2026.

Landmarks & Design Commission

The primary role of the Ellensburg Landmarks and Design Commission (LDC) is to identify and actively encourage the conservation of Ellensburg's historic resources. This work is commonly achieved through maintaining the register of historic landmarks, and regular review of proposed changes to those facilities. The Commission strives to raise community awareness of Ellensburg's history and built environment, and to serve as the City's primary resource in matters of heritage, historic planning, and preservation. The Commission operates under the authority of Chapter 15.280 of the Ellensburg City Code.

Major Accomplishments

- The LDC co-hosted the third annual Historic Preservation Awards event at the Kittitas County Historical Museum on May 3, 2025. Attendance and participation in Historic Preservation Month and the awards event have increased year after year.
 - Awards presented in 2025 were the Commercial Restoration Award, Residential Award, two Commission Awards, and the Community Selected Award.
 - The Ellensburg community voted for the BF Reed Building to receive the 2025 Community Selected Award.
- The LDC and Kittitas County Historical Museum hosted the second annual "Ellensburg History Quest" to celebrate Historic Preservation Month in May.
 - Participants were led through the Historic Downtown district on a challenging yet fun scavenger hunt to identify important historical Ellensburg structures and learn more about their significance.
 - Those who completed the scavenger hunt successfully were awarded with a Historic Ellensburg tote bag full of historic preservation goodies.
- Uncertainty surrounding funding availability for the Certified Local Government Grant awarded to the LDC in 2025 caused delays in starting the Interactive History Map project. Staff worked with the Department of Archaeology & Historic Preservation to confirm funding and extend the grant to 2026. Staff then worked to hire a consultant to assist with completing the project in 2026.
- Provided letter of support to the Ellensburg Downtown Association for their proposal to host the 2026 PLACES Conference. Ellensburg was selected as host community and will hold the 2026 PLACES Conference from October 7-9, 2026.
- The LDC reviewed and made recommendations in consideration of the 2026 City of Ellensburg Historic Preservation Grants:
 - Ellensburg Dance Ensemble – Collins Building Professional Services: \$14,225.94.
 - Sadie Thayer – Historic Resource Inventory: \$8,000.

Benchmarks

- Number of regular meetings: 12
- Number of special meetings: 1
- Number of new members: 1
- Number of COAs approved: 6

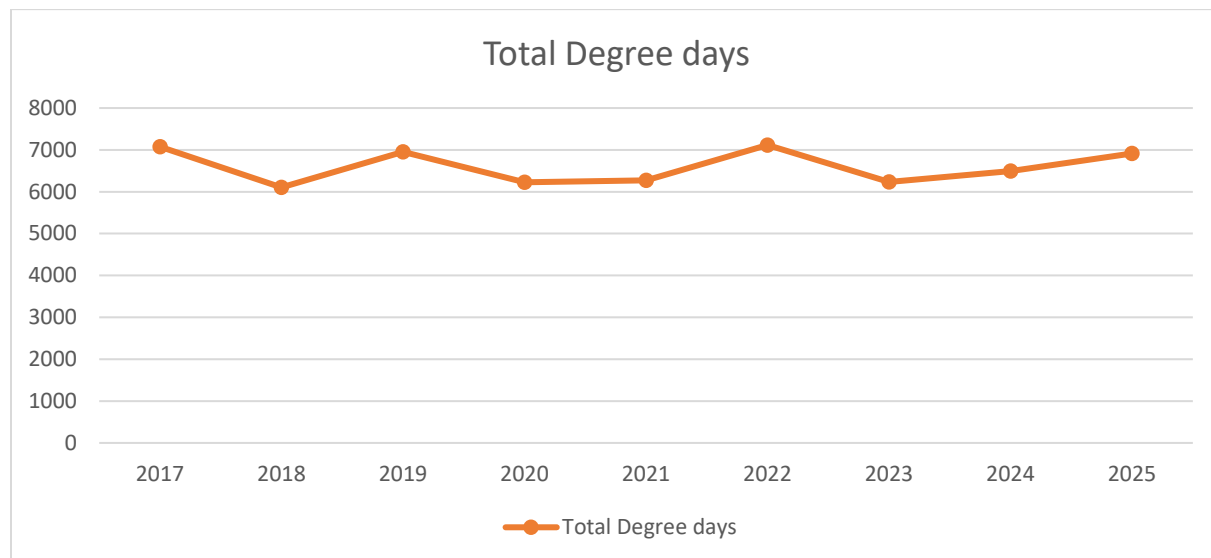
Energy Services

Gas Division - Natural Gas Utility

The Energy Services Department is responsible for the City's Natural Gas Utility, which operates and maintains the natural gas distribution system. The Gas Utility employs one (1) foreperson, six (6) FTE field personnel, one (1) gas engineer, one (1) engineering specialist, one (1) operations supervisor, and two and a half (2.5) FTE administrative, management, energy supply, rates, sustainability, conservation, and finance positions. All are working together to provide safe, reliable, and affordable natural gas service to customers.

The Natural Gas Utility, established by the City in 1956, is the oldest municipal natural gas utility west of the Mississippi River. The Utility's service territory was established by the Washington Utilities and Transportation Commission (UTC) and includes the City limits, urban growth area, and surrounding areas. The Utility serves roughly 5,000 customers delivering approximately 6.6 million Ccfs annually over 140 miles of underground mainline piping. The Utility purchases its natural gas supply through an Asset Management Agreement with Shell Energy North America and uses Williams Northwest Pipeline for transportation of the gas. The process used to purchase gas in the wholesale marketplace is complex and relies on the judgement and expertise of staff to forecast, execute, and procure low-cost reliable energy for customers.

Wholesale gas purchases in 2025 were 6,660,410 Ccf, which is less than the prior year's purchases of 7,113,540 Ccf. In 2025 the total degree days were 6,914, compared to 6,497 in 2024. Degree days are the difference between the daily temperature mean, (high temperature plus low temperature divided by two) and 65 degrees Fahrenheit and generally correlate to energy use.



Wholesale natural gas costs decreased in 2025. Looking back at 2025 the cost of natural gas delivered to the City's gate was \$0.3704 per Ccf compared to \$0.4416 per Ccf in 2024. Retail natural gas rates are based on a fixed distribution charge set by the City Council plus the cost of gas purchased and the utility taxes.

In 2021, the Washington State Legislature passed the Climate Commitment Act (CCA), establishing a comprehensive market-based program to reduce carbon pollution and achieve greenhouse gas limits set in state law. The City's Natural Gas and Electric Utilities are required to comply with these laws and invest utility funds in carbon auctions to cover emissions, effective January 2023. The Ellensburg City Council approved a natural gas increase, effective January 2024 to cover the estimated increased costs to the utility.

Two separate rate adjustments were created and added to current rate classes; "Legacy" – natural gas service addresses established on or before July 25, 2021 – were charged an additional \$0.2343/Ccf. "Non-Legacy" – for services established after that date, a rate adjustment of \$0.3626/Ccf. Low-income senior citizens, low-income disabled citizens, and non-profit customers (meeting the City's current definition) are exempt from this rate adjustment.

These rate adjustments added an average of \$13-\$20 a month to residential customer's bill in 2024 and 2025 (the lower end of the range is for legacy customers). However, individual bill impacts vary depending on weather, household use, and efficiency factors. Since the CCA's inception in 2023, Ellensburg has gross expenditures of over \$4.75 million—roughly 14% of total utility revenue—on CCA allowance auction purchases.

In 2025, 4 energy audits and 33 energy conservation measures were completed, providing \$45,365 in rebates to customers. Of these submitted projects, 10 were low-income measures completed in partnership with HopeSource, which combines money from multiple sources to install energy efficiency upgrades at no cost to the customer. The City provided \$32,093 in upgrades for low-income customers.

The State Home Electrification and Appliance Rebates (HEAR) Program Grant provided rebates and incentives for low-to moderate-income households and small businesses to install heat pumps, heat pump water heaters, induction stoves, heat pump clothes dryers, and electric service upgrades for new high-efficiency equipment. A total of 94 fuel-switching appliances (transition from fossil-fuel to electric equipment) installations were completed, and 53 were low-income projects in partnership with HopeSource.

The Utility operates multiple programs including:

- Public Awareness and Damage Prevention
- Distribution Integrity Management (DIMP)
- Operator Qualification (OQ)
- Leak Detection and Repair
- Pipeline Safety Management System

Major Accomplishments/Benchmarks

- Completed all required annual maintenance at frequencies above the State/Federal minimum requirements. These maintenance activities include:
 - Leak survey (one-third of the residential area surveyed including the business district, businesses, and public buildings outside the business district, CWU, and the 6-inch 145 psig feeder main).
 - Valve maintenance (approximately 1,080 valves checked).
 - Atmospheric corrosion survey (one-third of the gas system annually).
 - Regulator station maintenance.
 - Pipeline patrol tasks.
 - Abandoned ten (10) service lines and relocated or altered nine (9) services.
- Gas Meters:
 - 45 meters installed

- 42 meters retired
 - 765 meters changed out
- Responded to 149 leak/CO calls of which 35 resulted in leaks detected.
- Performed 1,944 locate requests.
- Installed 2.58 miles of new gas main.
- Participated in and successfully completed two UTC pipeline safety audits.
- Completed a full system 6-year Corrosion Evaluation.
- Completed a system loop and service line for the WinCo development.
- Completed upgrades to the telemetry system for the Regulator Stations.
- Completed the Decarbonization Roadmap Workplan.
- Closed Out State Home Electrification and Appliance Rebates (HEAR) Grant.
- Grid Modernization (GRID2023) Grant # 24-92201-012 executed on 5/27/25.

Light Division - Electric Utility

The Energy Services Department is responsible for the City's Electric Utility, which operates and maintains the electrical distribution system. The Electric Utility employs one (1) foreperson and one (4) FTE linepersons, one (1) meterperson/apprentice and one (1) FTE operations supervisor, four (4) FTE in the light engineering department, and two and a half (2.5) FTE administrative, management, energy supply, rates, sustainability, conservation, and finance positions. All are working together to provide safe, reliable, and affordable electrical service to customers.

The Electric Utility, established by the City in 1891, is the oldest municipal electric utility in Washington State, is the exclusive electric utility within City limits and an optional utility within the urban growth area outside of City limits.

The Utility purchases its power supply from the Bonneville Power Administration (BPA), which is received at four points of delivery, and it owns a small community renewable energy generation facility. In 2025, the utility purchased 223,443 MWh of power from BPA with a peak demand of 45.8 MW; Central Washington University is the utility's largest customer. Wholesale electricity purchases in 2025 higher than the prior year's purchases of 222,681 MWh. The increased power demand trends continue following the record power purchases in 2022, marking the highest monthly consumption of all time for the City of Ellensburg. The power purchases in 2025 were the second highest for the City, surpassing 2024's electric demand.

The Utility owns and operates four electrical substations: East Ellensburg, Helena, Dolarway, and the BPA substations. Power is received at 115kV and distributed at 12,470V through the Utility's 14 feeders.

The primary distribution system consists of approximately 47 miles of overhead conductor and 84 miles of underground cable, 1,918 poles, 2,745 transformers, and 10,563 electrical meters.

Major Accomplishments/Benchmarks

- The number of distributed generation (DG) systems increased by 8.4% in 2025 with 16 customers installing systems on their home or business. These additions bring the total net-meter systems to 206 and 2,218 kW installed DG capacity on the City's electrical system producing an estimated 2,772,819 kWh's per year. The City has exceeded the 140% of RCW 80.60 required interconnections (1.49 MW required, 2.22 MW installed).
- The City's Renewable Energy Park has a total of 304 kW installed capacity and produces an estimated 380,000 kWh's per year.
- In 2025, 3 energy audits and 36 energy conservation measures were completed; 33 of the measures were submitted to Bonneville Power Administration (BPA), saving 564,030 kWh and providing \$159,878 in rebates to customers. Of these submitted projects, 9 were low-income measures completed in partnership with HopeSource, which combines money from multiple sources to install energy efficiency upgrades at no cost to the customer. The City provided \$24,003 in upgrades for low-income customers.
- There were 54 State Home Electrification and Appliance Rebate (HEAR) Grant measures that qualified for reportable energy savings (93,299 kWh) to BPA. 33 were low-income measures completed in partnership with HopeSource. HEAR grant recipients were not paid from BPA or City of Ellensburg funds, but energy savings were calculated for the electric customers. The State Home Electrification and Appliance Rebate (HEAR) Program Grant provided rebates and incentives for low-to-moderate-income households and small businesses to install heat pumps, heat pump water heaters, induction stoves, heat pump clothes dryers, and electric service upgrades for new high-efficiency equipment.
- Completed multiple primary extensions:
 - CBP Short Plat

- Katie Meadows Phase 2
- Mallard Meadows
- Foster Plat
- HWY 97 Transfer Station
- Completed the following projects and bids:
 - 2025-01 (1) 1000kVA pad 277-480
 - 2025-02 (2) 300kVA pad 277-480
 - 2025-07 XFMR Bid
 - 2025-09 Tree Trimming Bid
 - 2023 Pole Testing Bid
 - 2023 Capital Facilities Plan and 20 Year System Plan
- Crews completed 788 assignments in 2025:
 - 160 New Residential Services
 - 24 New Commercial Services
 - 16 Net Solar Meters Installs
 - 11 Power Outages
 - 12 After Hours Emergency Locates
 - 16 Structure Fires
- Other:
 - 2026-2029 Clean Energy Implementation Plan (CEIP) was submitted in December 2025.
 - New Net-Metering (solar) customers — 16, 8.4% increase.
 - Total Net-Metering Customers — 206.
 - Generating capacity — 2.4 MW, more than 3,000,000 kWh's annually.
 - New electric meters — 200 for a total of 10,563 1.8% increase over 2024.

Utility Advisory Committee

The Utility Advisory Committee operates under the authority of Chapter 1.50 of the City Code and was created for the purpose of providing a mechanism for the City Council to obtain benefits of recommendations, advice, and opinions on those matters affecting City energy and telecommunication utility policy and operations from a committee which may devote the resources necessary for careful consideration of such matters and which will increase customer participation and input to local government.

Major Accomplishments

- Project Reviews
 - 2024 Cured in Place Sewer Line Rehabilitation Project enhancing sewer infrastructure maintenance
 - 2025-26 Middle Reach Reecer Creek Flood Hazard Reduction and Floodplain Restoration Project - Phase II further enhancing flood management and ecological restoration
- Feasibility and Planning Studies
 - Wastewater Treatment Facility Renewable Natural Gas Feasibility Study: Results of the study deemed the project was not feasible.
 - 2023 Electrical System Plan advancing electrical infrastructure planning
- Public Works and Utilities Enhancements
 - Update of Public Works Permitting Fees Development Standards
 - Consultant Agreement Amendment #3 with Kennedy/Jenks Consultants, Inc.: Approved to enable updates and evaluations of the General Sewer System and Aeration Basin.
- Ordinances
 - Water and Sewer Connection Charge Waiver Ordinance
 - Expansion of Low-Income Utility Discount Program: Approved expansion to 40% AMI, broadening assistance to vulnerable populations.
 - Board and Commission Changes
- Energy Efficiency and Renewable Initiatives
 - Community Solar Expansion Program: Recommended Council to authorize participation in the community solar expansion program and approve \$250,000 annually in signing authority for incentive programs.
 - State Home Electrification and Appliance Rebates (HEAR) Program Grant
- Contracts and Consulting Services
 - Agreement for continued consultation for the Lead Service Line Inventory, maintaining a focus on water safety and compliance.
 - BPA - Provider of Choice Contract
- Planning and Strategy Initiatives
 - City of Ellensburg Decarbonization Planning Strategy Grant
 - 2024-2025 Annual Stormwater Management Plan Update
- Information Dissemination and Community Engagement
 - Wildfire Mitigation & Public Safety Power Shutoff Plan
 - 2025 Aquifer Level Presentation



Finance Department

Finance Department is staffed with 19.75 FTE and consists of Customer Service, Accounting, City Clerk, Administration, and Financial Systems. The Finance Department provides fiscal management for the City and has oversight responsibility of the financial activities of the City. This includes budget coordination, debt management, day-to-day accounting of the City's financial transactions, payroll and benefits, investments, financial reporting, contracts and procurement, utility billing and payments, and maintaining the City's official records.

Major Accomplishments

- Received an unmodified opinion on the fair presentation of the financial statements, accountability, and single audits.
- Completed the 2025-2026 Mid-Biennial Review Budget process.
- Presented timely monthly management reports to the departments.
- Processed 24 timely payroll runs.
- Continued clean-up and enhancements of the Customer Information Systems (CIS) utility billing software replacement project.
- Completed Contracts and Procurement Kaizen with State Auditor's Office (SAO).

Benchmarks

Workload Measures	2021	2022	2023	2024	2025
Active Business License	1,797	1978	2,100	2,206	2,261
Avg # of items on agenda	21	41	35	34	17
# of 90 day past due accounts w/ balances over \$100	*755	35 **		1309	91
# of monthly utility bills generated in 12 months	130,591	132,415	**121,791	140,458	140,082
# of final accounts billed	4,497	4,013	4,137	4,582	5,483
Payroll checks processed	5,418	5,563	5,907	6,276	6,319

*Governor's Proclamation 20-23.5

** Result of implementation of new utility billing system on 12/11/2023.



Human Resources Department

The Human Resources (HR) Department is committed to recruiting and retaining highly qualified and professional staff members to model and foster the City's core values of Compassion, Courage, and Conviction, and who promote and maintain a high level of service to the residents of Ellensburg as well as City staff. HR's purpose is to ensure supervisors and employees are supported in the following areas: recruitment, classification of positions, compensation, benefits, leave programs, employee wellness, motivation, and recognition, training, performance tracking, labor relations, legal compliance, safety, and risk management.

Major Accomplishments

- Timely review and completion of Affordable Care Act (ACA) reporting.
- Recruitment:
 - Completed many successful recruitment processes resulting in 94 new hires.
 - Moved recruitment from Formsite to BambooHR for improved candidate experience.
 - Participated in two job fairs at Ellensburg High School and Bite of the Burg.
- Satisfied training and compliance objectives, including:
 - Completion of annual HSI training modules.
 - Completed evacuation drills for all City buildings and partnered with KVFR to test emergency systems and protocols.
 - Hosted onsite trenching and shoring training and hearing tests.
- Coordinated a variety of fun employee events throughout the year with the help of the Wellness Committee, including the third annual Tournament of Champions program, service awards, an employee appreciation BBQ, holiday cocoa parties, an annual City/County Softball Game, and a variety of other friendly competitions.
- Met benchmarks to enable the City to apply to be a "WellCity" designation through the Association of Washington Cities (AWC) Employee Benefits Trust which provides a 2% reduction on premiums.
- Completed the first Emergency Preparedness Activity Workbook for employees.
- Continued seeking ways to enhance efficiency and operations to improve the internal and external customer experience.
- Completed negotiations with three (3) collective bargaining groups (IBEW, OPEIU, and Teamsters Police).
- Updated the Civil Service Rules and Regulations with the assistance of the Police Department and City Attorney.
- Designed framework in Laserfiche for digitizing employee personnel files and recruitment files.
- HR assumed lead duties of Risk Management, including claims administration.

Benchmarks

- HR Staff Members: 3 Full-Time

Year	Total Employees (FTEs* as of Dec 31)
2016	188
2017	193
2018	196
2019	198
2020	198
2021	199
2022	199
2023	214
2024	216
2025	220

**FTEs based on Finance Records – these numbers have been corrected in this annual report.*

Hires and Terminations by Year and Employee Type								
YEAR	HIRES				TERMS			
	Total*	Full-time	Part-Time	Other**	Total*	Full-time	Part-time	Other**
2016	86	17	2	67	62	14	9	39
2017	64	9	5	50	62	7	1	54
2018	71	5	5	61	65	10	5	50
2019	96	23	3	70	70	19	0	51
2020	38	11	3	24	77	14	6	57
2021	79	17	4	58	79	14	4	61
2022	83	13	4	66	91	21	5	65
2023	89	23	3	63	56	9	3	44
2024	75	16	3	56	81	15	27	39
2025	94	27	1	66	91	22	1	68

** The total for hires and terms includes employees who moved from one position type to another within the organization, but it does not include internal transfers of the same type (e.g., full-time to full-time).*

*** "Other" includes any non-regular employee, such as temporary employees.*

Civil Service Commission

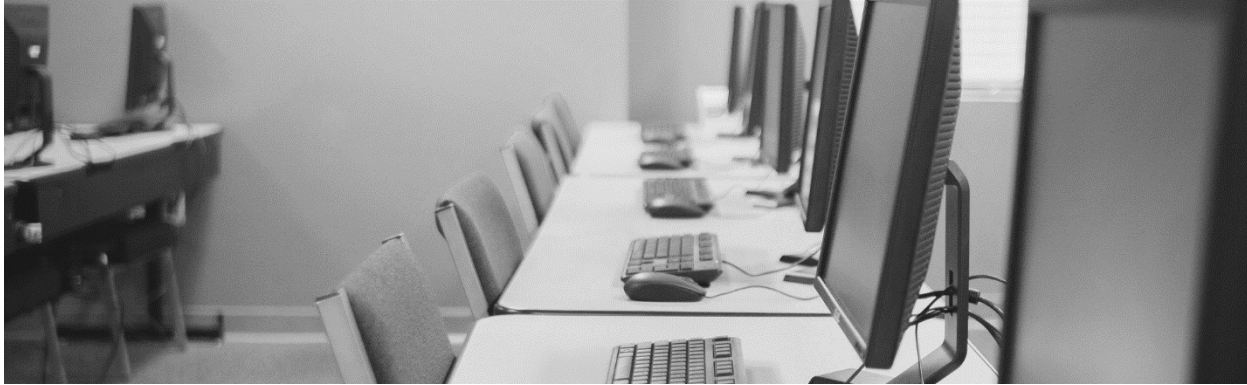
The Civil Service Commission consists of three members that are residents of the City. The Civil Service Commission oversees rules and regulations regarding the manner in which examinations for positions under the Police Department may be held for appointments and promotions. This includes approving/establishing eligibility lists for various classes of positions. The Commission conducts all hearings and make related decisions necessary for the proper enforcement of the Civil Service Act and the Civil Service Rules and Regulations.

Major Accomplishments

- Three (3) Entry-level Police Officer Eligibility Lists were established, and five (5) Probationary Police Officers were hired.
- One (1) Code Enforcement Officer Eligibility List was established, and one (1) Code Enforcement Officer was hired.
- The Civil Service Rules and Regulations were extensively reviewed and revised to align more closely with the model Civil Service Rules and Regulations to reflect current practices and update language and formatting. The Commission approved the proposed Civil Service Rules and Regulations in April of 2025.
- One Commissioner's term expired on December 31, 2025, and the new year began with a vacancy. As of current, the position is vacant.

Benchmarks

- In 2025 the Civil Service Commission held six (6) regular meetings and two (2) special meetings.



IT Department

The Information Technology (IT) Department provides cybersecurity, hardware and software support, collaboration and productivity, infrastructure, data, backup and disaster recovery, Internet, voice, consulting, and Geographic Information System (GIS) services to the City. The department operates and maintains the City's local area networks at 10 facilities, a wireless workforce mobility network, and the Ellensburg Community Television.

The department has 9 FTEs.

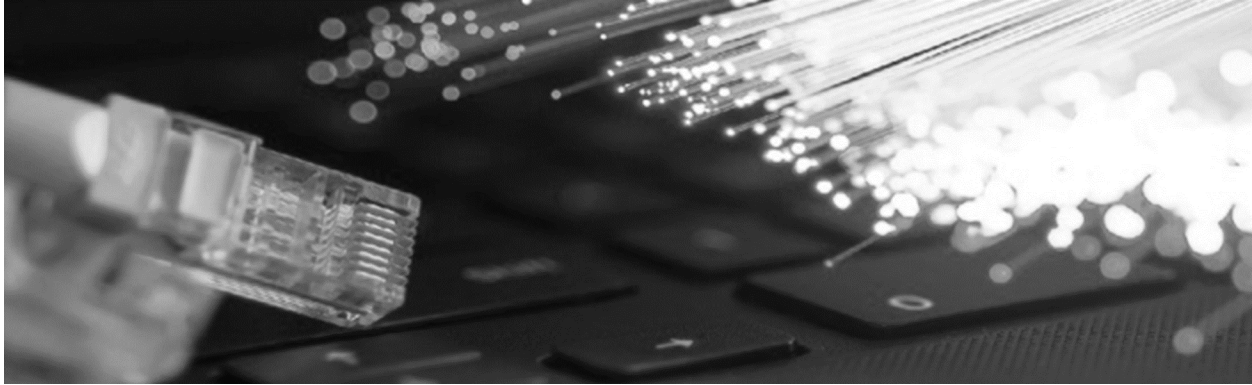
Major Accomplishments

- Formation of the Technology Committee for IT governance to assist the City with technology decisions, projects, and budgeting
- Enterprise Resource Planning (ERP) replacement vendor selection and implementation (multi-year)
- Enterprise Asset Management (EAM) asset lists and attributes completed
- Cybersecurity Improvements
- Bitwarden rollout for all employees
- Printer network segmentation
- Nessus vulnerability scanner
- FortiGate HA firewalls with redundancy
- Initial implementation phase completed for Laserfiche software (records management, forms, and workflow)
- Added multiple forms to augment business processes
- Records Management procedures and training added
- CityNet – editor and user trainings
- NetMotion – VPN client implementation and migration, with improved functionality and efficiency
- GovAI – implementation with AI Policy
- Combined Fund Drive integration
- GIS public facing maps recreated
- Moved from Windows 10 to 11

Benchmarks

Workload Measures	2025	2024	2023	2022	2021	2020
Supported users	301	301	296	280	290	

Board and commission users	79	79	79	93	80	
GIS users	87	80	82	64	64	
Computers	215	215	301	297	285	252
Mobile devices	95	95	93	78	65	9
Servers	55	55	55	64	66	7
Managed switches	26	26	26	27	27	20
Network printers	53	53	53	62	62	4
Desktop printers	49	49	49	35	36	-
IT support tickets	2532	2532	2074	2225	2270	1458
Major IT projects	91	91	88	35	40	11
Computer replacements	80	29	23	77	33	47
GIS maps created	41	25	24			
GIS major projects	15	32	43			
GIS support tickets	243	218	164			



Telecommunications Utility

The Telecommunications Utility was established by the City in 2014 and was managed by the IT Department in 2025. In 2026, the utility oversight will be transferred to the Energy Services Department with addition of a new Telecom Business Manager position. The utility owns over 30 miles of fiber optic cable and manages the City’s municipal area fiber-optic network.

The utility provides the City and its telecommunication customers highly reliable and geographically redundant access to the Internet, 1-10 Gigabit Ethernet transport, and dark fiber to City departments, government entities, local businesses, and the public.

The utility is an open access internet provider and provides telecommunications services to:

- Kittitas County
- Central Washington University
- Ellensburg School District
- Kittitas County PUD
- Kittitas County Fire District
- Kittitas Valley Community Hospital
- KITTCOM, Kittitas County’s emergency dispatch center
- Department of Fish & Wildlife
- Kittitas Reclamation District (KRD)

Major Accomplishments

- Wastewater Treatment Plant (WWTP) fiber buildout to connect the last major City facility completed.
- NTIA Grant Middle Mile Fiber and Wireless Tower Construction completed.

Benchmarks

Workload Measures	2025	2024	2023	2022	2021	2020
Added fiber cable feet	5,200	34,530	3,200	2,235	11,110	3,750
Anchor institutions	9	9	9	9	9	9
Customers	23	27	27	26	26	
Sites	43	47	47	47	47	
Outages	0	0	0	0	0	1
Traffic control signals	21	20	19			
Utility telemetry systems	3	3	3			



Library / Hal Holmes Community Center

Located in historic downtown, the Ellensburg Public Library serves the community by providing a diverse collection of materials and electronic resources, community space, and educational programming to encourage lifelong learning. The library protects intellectual freedom and access to information and ideas. It also provides the community with a safe, welcoming environment and skilled assistance. Adjacent to the Library, the Hal Holmes Community Center is a multipurpose conference facility highly used by the community and statewide groups for trainings, meetings, and social events.

Library/HH operations include 11.1 FTE with five divisions (Hal Holmes, Adult Services/Local History, Youth Services, Technical Services, and Circulation). The collection includes nearly 50,000 books, 12,000 audio visual items, 94 magazine/newspaper subscriptions, and 20 online database subscriptions. The Library's virtual collection includes 29,845 downloadable e-books, 27,945 e-audio books and 5,744 e-magazines totaling 63,534 items. Approximately 100,000 people visit the library annually to request services, use the public computer workstations, check out materials, and attend programs. Nearly 15,500 library cards are currently active, and circulation of materials is approximately 200,000 annually. The Library/Hal Holmes hosts and co-sponsors an average of 400 programs per year for adults and youth, bringing in just over 16,000 attendees.

The Local History/Northwest history collection contains a multitude of books, local family histories, art, photographs and negatives, bound volumes of the Daily Records, Manastash Ridge Journals, scrapbooks, minutes and ephemera from various clubs and organizations. In addition, library patrons have access to Ancestry.com, Heritage Quest, and Family Search. Historic photographs are also available in digital format.

Major Accomplishments

- Implemented new library card design featuring local artist Megan Pickerel-Winer.
- Library awarded \$1.62 million Community Development Block Grant (CDBG) with support from Public Works and Finance Departments for new HVAC system.
- Natalie Hammerquist featured as the 2025 One Book One County author for her book, *Medicinal Plants of the Pacific Northwest*.
- Participated in Kittitas County Health Department focus group aimed at shaping county's 5-year Homeless and Affordable Housing plan.
- Library was a host site for FISH Food Bank offering free lunches for kids 17 years old and younger every Tuesday and Wednesday in the summer months.
- Library currently is participating in the Collaborative Access for Rural Empowerment project based out of the University of Montana to develop a curriculum to help people with disabilities in rural communities. Four libraries in the U.S. were selected to participate.

- Hal Holmes Community Center Reservations: 776

Benchmarks

- 5.7% increase in County contribution funding
- -8% decrease in youth summer reading program participation
- 55% increase in adult summer reading program participation
- 4% increase in electronic item downloads
- -1% increase for overall circulation

Ellensburg Public Library Board

The Ellensburg Public Library Board operates under the authority of ECC 1.66 and is an advisory board to the City Manager and City Council concerning operations of the library. The Board may give advisory opinions in the following matters:

1. The supervision, care, and custody of all property of the library;
2. The annual budget for the operation of the library during the ensuing year;
3. The appropriateness of buildings for library purposes; and
4. The purchase of supplies and materials, equipment, and services for the library's operation.
5. Development of policy for the selection of books, periodicals, maps, materials, and information services for the library's operation.
6. Such other acts as may be requested by the City Manager or City Council relating to the orderly and efficient management and operation of the library. [Ord. 3937 § 1, 1994.]

The members of the Library Board are strong advocates for library services in the community. All board members have an obligation to keep informed about developments in the Library, to be involved and to work with the Library Director to ensure that local library services are the best possible.

Major Accomplishments

- Board planned and facilitated Library's 115th birthday celebration on January 15, 2025, with library tours, live music, and refreshments. Nearly 200 people attended, including two local news stations, KIMA and KAPP TV.
- Board chair presented to Ellensburg Morning Rotary Club about library history and its beginnings.
- Library Policy - Fines and Fees was reviewed and approved.

Goals and Objectives for 2026

- Currently developing User Satisfaction Survey
- Currently developing Levels of Service document
- Continue to review and update Library and Hal Holmes policies



Parks & Recreation Department

The Parks and Recreation Department is responsible for serving residents of all ages in the Ellensburg community. The department plans, organizes, and manages the City's parks and recreation programs including a park acquisition, development and improvement program, park maintenance and city beautification program, and comprehensive recreation program.

The City's Parks and Recreation Department has six (6) program divisions as follows:

Youth Program Division is responsible for the development and maintenance of programs for youth. The City runs most of the programs from the Stan Bassett Youth Center building. **Senior Services Division** is responsible for developing adult programs like exercise programs, dancing, trips, and computer workshops. **Athletics Division** offers youth basketball leagues boys and girls in grades K-8, youth volleyball for kids in grades 3-8, coed adult volleyball, and adult 3-on-3 basketball. The City offers weekly youth sports camps through a partnership with Skyhawks sports during the summer and offers Tiny Tots sports for kids 3-5 years old throughout the school year. **Aquatics Division** is responsible for the operation of the Kittitas Valley Memorial Pool and Fitness Center (KVMP). The **Recreation Division** offers a wide range of recreation events throughout the year for all ages and interests including the Daddy Daughter Dinner Dance, summer movies and concerts, and the Flashlight Egg Hunt. **Park Maintenance Division** is responsible for the maintenance of the City's parks and downtown. The City maintains 18 parks with a total of 250 acres.

Staffing for the department consists of the equivalent of 27 full-time employees with an annual operating budget of \$4.08 million.

Major Accomplishments

Stan Bassett Youth Center (SBYC) - The SBYC has a single full-time Youth Center and Athletic Programs Coordinator as well as a part-time Recreation Leader and five (5) part-time Recreation Aides.

- The SBYC offers traditional afterschool activities to youth, including homework help, arts and craft activities, games, active games, as well as cooking and nutrition activities.
- School year attendance
 - Average 50 youth per day
 - Early Release Wednesdays Average 65 youth per day with highs of 95 youth
- Summer attendance and Summer Trips:
 - SBYC's summer attendance (not including trips) was 18 youth per day
 - SBYC's 25 summer trips had 321 of 325 available trip spots filled, an average of 12.8 youth per trip (max of 13 youth per trip)

Athletics - The Youth Center and Athletic Programs Coordinator oversees a number of part-time sports officials, roughly 8 to 12, who officiate games, lead sports camps, and setup/teardown/clean facilities.

- Youth Sports Program:
 - Tiny Tots Sports: basketball, t-ball, soccer: 338 youth registered
 - Coed Kinder and Girls' 1st to 8th Grade Youth Basketball: 213 total youth on 27 teams
 - Boys' 1st to 8th grade Youth Basketball: 277 total youth on 35 teams
 - Coed Youth Volleyball – 3rd to 8th grade: 173 total youth on 20 teams
 - Youth Running Club: 80 youth registered (80 total spots available)
- Adult Sports Programs:
 - Adult Open Volleyball: 33 total teams.
 - The Leagues were split into two divisions Recreational and Competitive, to fit a variety of interests and playing abilities.
 - Spring League: 17 teams (9 Recreation and 8 Competitive)
 - Fall League: 16 teams (9 Recreation and 7 Competitive)
 - Adult Open 3-on-3 Basketball: 6 teams

Adult Activity Center

- Celebrated national volunteer month in April honoring all 14 volunteers that helped throughout the 2025 year. The volunteers served a total of 763.5 hours for the year.
- Held an active aging event in October for community members to attend. Had over 35 different organizations and 150 participants. This event allowed participants to get more information on resources in the community.
- Started chess activity and added another day for card making.
- AAC offered 15 different trips throughout the year.
- Senior Lounge at the Kittitas County Fair was held Labor Day weekend. There were about 241 visitors and 26 volunteers.
- Held the Thanksgiving Dinner at the Armory on November 26 and served around 300 people with the help of 44 volunteers.
- AAC had a total of 387 active participants and 265 user fee sales.
- AAC had a total of 9,581 participants check in for activities throughout the year, an increase of 900 more people than 2024.
- Center experienced a very smooth transition for three months while full-time staff was out on leave and a temporary coordinator was in place.
- Had a total of 206 hours used for rentals.

Parks Maintenance Division

- Rebuilt the footbridge at the pond outfall crossing at Irene Rinehart Riverfront Park.
- In collaboration with the Ellensburg Rotary Club, hosted the Vietnam Veterans "Wall That Heals" the first week of September at Rotary Park.
- Painted the Rotary Park restroom and youth baseball/softball complex building.
- In partnership with Top Tier Sports, hosted 425 baseball teams across 11 baseball tournaments during summer season.
- The department dedicated approximately 1,640 personnel hours to the Central Business District: watering, weeding, planting, pruning, and removing trees, repairing irrigation systems, and maintaining Unity Park.
- Spent approximately 250 hours making repairs and covering up graffiti due to vandalism.
- Helped facilitate the completion of the new ADA bathroom ramp at Irene Rinehart Riverfront Park.

Kittitas Valley Memorial Pool & Fitness Center

- 2025 attendance number at the KVMP:
 - 53,333 General Admission (51,309 for 2024)
 - 1,738 Swim Lessons; Continued relationship with Kittitas Valley Healthcare covering the cost for all level 1 classes (515 classes)
- 205 yearly passes were processed through a partnership with Central Washington Disability Resources (226 for 2024).
- Implemented a user fee increase (first in eight years) for facility use fees, approved by City Council.
- Due to the closure of the CWU pool in June, Ellensburg Area Swim Team (EAST) and the Ellensburg Girls High School Swim Team relocated to KVMP.
- Provided space for EHS Girls Swim Team to host a home dual meet which honored their graduating seniors
- Annual shutdown in August to perform facility maintenance including sloped roof repairs.
- Capital Projects: Flat roof repair, HVAC replacement, PDH Circuit B compressor replacement
- Continued to make efforts to program for families and offer reduced rate swims.
- Continued the Indoor Ironman event for February 2025 (28 = Community, 6 = COE Wellness Program).
- Continued with Ellensburg, Cle Elum-Roslyn, and Kittitas School special services swim sessions.
- Hosted Damman (K-5) and Thorp School (1st & 2nd grade) District swim lessons.
- Continued to work on scheduling for Ellensburg School District to bring back the 1st & 3rd grade swimming lessons.
- Hosted 69 table rentals and 45 facility rentals.
- Hosted a Family Float-In movie showing "The Grinch" with 40 people = 13 families.
- Partnering with Suncadia, got 1 staff person certified as ARC Lifeguard Training Instructor.

Recreation

- 3rd year of the Pumpkin Flotilla at Irene Rinehart Riverfront Park (17 registrations and 34 pumpkins in 2025)
- Brought back the FREE 'Movies in the Park' program
 - 2 offered at Unity Park. Showings ranged 50-70 attendees
- Programmed 5 bands for 'Concerts in the Park' and partnered with Ellensburg Public Library for 1 band for 'Concerts in the Park' (6 bands total)
- Partnered with City Health & Wellness Committee to offer the Youth Gladiator Dash
 - 141 participants (209 participants for 2024)
 - After 12 years, raised the fee from \$10 to \$15 to help cover costs for t-shirts and medals.
- Egg Scramble and Dog Biscuit Hunt were well attended with no rain.
- Jr. Rodeo Parade had 50 registrations (60 registrations in 2024).
- Missoula Children's Theatre had 57 participants with 'Rapunzel.'
- Started managing Community Garden rental plots at Wippel Park; 7 ADA garden beds; 31 standard garden beds; 20 households managed 38 total beds.
- 160 park shelter rentals (June 1st – October 6th) (159 for 2024); North Alder Street Park shelter was the most rented park shelter (42 rentals).

Administration

- Completed construction on Unity Park, which included finishing the water feature and installation of the sculpture 'Harmonize.'
- Fieldhouse Project – worked through the validation process of the alternative delivery method which resulted in the City changing direction and pursuing a public private partnership option

which would result in the city entering into a ground and building lease to operate a 60,000 (approx.) square foot facility.

- Kicked off the '2026 Park, Recreation, Open Space and Sustainable Funding Comprehensive Plan Update.'
- Oversaw the coordination of the 'The Wall That Heals' and local volunteer group to ensure it was a highly successful event at Rotary Park.
- Development and implementation of department fee increases. For some programs these were the first increases in over 30 years.

Parks & Recreation Commission

The Parks and Recreation Commission operates under the authority of Chapter 1.16 of the City Code and is responsible for making recommendations to the City Council pertaining to recreation programs and parks development and operation, encouraging and promoting all forms of recreation programs and activities that employ residents' leisure time in a constructive and wholesome manner, and periodically reviewing and making recommendations for revisions to the Parks and Recreation Comprehensive Plan.

Major Accomplishments

- Ongoing participating in the development of the 2026 Park Plan Update



Police Department

The Ellensburg Police Department (EPD) remains steadfast in its mission to maintain peace and order within the community. EPD's dedicated team, consisting of 31 commissioned officers at full capacity, employs both traditional and innovative policing strategies to address crime, focusing on education, crime prevention, and enforcement. The Police Department actively seeks to reduce its involvement in non-criminal matters, thereby conserving police resources and empowering citizens to participate in community safety initiatives. In 2025, EPD effectively managed 14,481 calls for service, representing a 10% decrease from 2024.

Patrol Officers deliver essential services, including investigating crime scenes, engaging in community outreach, and conducting traffic enforcement. Officers patrol neighborhoods and schools, responding to diverse calls such as noise complaints and family violence. Their primary goal is to ensure safety while maintaining approachability to foster positive community relationships. Officers frequently collaborate with local service providers to assist individuals experiencing mental health or substance use crises. Resource cards are distributed to connect individuals with appropriate services. Community engagement is further enhanced through initiatives like National Night Out and Cop on Top.

Major Accomplishments

- Partnered with Central Washington University for the Community Health and Safety Experience (CHASE) program, providing practical insights for students seeking a career in the law and justice field.
- Launched a DRONE program in 2024, flying 50 missions with 33 hours of total flight time in 2025.
- Hired five new officers; four graduated from the academy, and one is attending (at year end). Filled the second code enforcement officer position.
- Implemented the Flock automatic license plate reader (ALPR) system in 2024, contributing to crime prevention with many successful cases in 2025.
- Established the Juvenile Handle with Care program in 2024. In 2025, there were 527 children referred to services.
- Initiated graffiti abatement efforts in 2024. In 2025, 46 locations were cleaned with community group assistance.
- Conducted a comprehensive community survey to assess public concerns.
- Produced and shared educational safety videos via social media.
- Mental health referrals decreased by 21% compared to 2024, returning to pre-pandemic levels.

Animal Control: The Ellensburg Police Department's Animal Control Officer plays a crucial role in enforcing City ordinances related to animals, focusing on proactive enforcement and education to reduce non-compliance and prevent incidents like animal bites or animals running at large.

Benchmarks

- Animal code calls (791) decreased by 7% from 2024 (853).
- Dog bite calls (24) reduced by 25% from 2024 (32).

Code Enforcement: The Code Enforcement division handles tasks such as parking enforcement and nuisance ordinance management. In 2025, despite staffing challenges with a vacancy, the division focused on managing Resident Parking Zones (RPZ), downtown enforcement around Central Washington University, and addressing quality-of-life issues like garbage, weed abatement, and snow and ice removal.

Benchmarks

- Parking calls (1,989) decreased by 31% from 2024 (2,924).
- Code Enforcement calls (437) increased by 224% from 2024 (135).
- Proactive Code Enforcement (529) decreased by 39% from 2024 (869).

Commitment to Community: The Ellensburg Police Department is dedicated to the safety, well-being, and quality of life for all residents. We express gratitude for the unwavering support and partnership with community members, businesses, and service providers. As we continue into 2026, EPD remains committed to ensuring Ellensburg is a safe and vibrant community.



Public Works Department

The Public Works Department administers the Engineering, Shop and Warehouse, Stormwater, Street, Transit, Wastewater and Water divisions, as well as the Traffic Impact Fee Fund. The administrative arm of this department is comprised of the Public Works Director, the Finance Officer, and the Administrative Assistant, who oversee and assist all divisions in the daily operations.

Details regarding each division's function, personnel and accomplishments are listed on the following pages.

Arterial Street Fund

The Public Works Department administers the Arterial Street Fund, which is responsible for the construction of complete streets, bridges, traffic signals, and trails.

A major portion of the funding for the Arterial Street Fund comes from both state and federal grants. This fund also receives a portion of the gas tax distributed to municipalities on a per capita basis. City sales tax received is often used to fund asphalt overlays, provide grant matches, and fund non-grant projects.

There are no FTEs associated with the Arterial Street Fund.

Major Accomplishments

- **Water Street Overlay:** The Water Street Overlay project was primarily funded by a Federal Highway Administration (FHWA) grant and milled and repaved 2.35 miles of roadway. The project also upgraded 148 ADA ramps to meet current ADA requirements, installed durable pavement markings/stripping, and upgraded vehicle detection at 5 signalized intersections within the project. The federal funding for this project was made available to Washington agencies in late 2024, as other states had not met their required funding obligation goals, allowing those unused funds to become available for agencies that had the ability to fast track projects and get funds obligated in extremely short timeframes. The City's past track record of expeditiously completing projects led to the \$3M grant funding for this project.
- **Mountain View Ave. and Bull Road Traffic Signal:** The design for the installation of a traffic signal at this intersection was completed in 2025. The project also includes the installation of a multi-use pathway on the east side of Bull Road from Mountain View Avenue to Gregory Place, it will also widen the south leg of the intersection to allow for the installation of a northbound left turn lane. The traffic signal will be an 8-phase signal and include protected pedestrian crossings on all sides. The construction of this project is scheduled for 2026 and will be funded through Arterial Street, with reimbursement primarily coming from the Traffic Impact Fee fund.
- **Vantage Highway Improvements:** Staff secured grant funds for improvements on Vantage Highway from Alder Street to Vista Road. The improvements will include a multi-use pathway on one side of Vantage Highway, a 6-foot sidewalk on the other side, road widening, street illumination, and a storm drainage system. Staff completed the consultant selection process, and the design phase began in late 2025. Design and permitting will be completed in 2026, with construction anticipated to begin late 2026 or early 2027.

Engineering Division

The Public Works Department's Engineering Division serves as the liaison between the residents, contractors, City departments, and other agencies by supplying information, engineering and permit services, designing, and managing capital improvement projects, and responding to customer inquiries. The division issues Public Works permits and provides inspections to ensure construction is in compliance with applicable codes and standards. The Engineering Division provides general oversight of City capital improvement projects including the design and construction phases. Engineering services are provided for several other departments and divisions of the City and for the citizens of Ellensburg.

The Engineering Division employs a City Engineering Services Manager/City Engineer who oversees all engineering functions in the Engineering Division for the City's transportation system and Public Works utilities (stormwater, wastewater, and water). This division includes the Assistant City Engineer/Capital Projects Manager, two Civil Engineer positions, Development Supervisor, Engineering Tech (Capital Projects), Engineering Tech (Office), and Engineering Tech (Field) positions.

Major Accomplishments

- Executed an interlocal agreement with Kittitas County Public Works for the inspection of City-owned bridges.
- Executed an interlocal agreement with Kittitas County Public Works to utilize their contractor for the striping of City streets.
- Completed draft updates to the Public Works Development Standards. Staff had an administrative public hearing early in 2025 to consider the updates and receive any comments. Staff then presented the revisions to Council and received formal Council approval.
- Administered the citywide groundskeeping contract for all City departments.
- Designed, obtained bids, and constructed the annual Sidewalk Repair Program, transit stop improvements, and ADA upgrades.
- Managed the design and construction of numerous capital projects funded through several City budgets (arterial street, sidewalk, water, and sewer). Those capital projects will be included in the annual reports page for their respective budgets.
- Submitted two successful grant applications to the Washington State Transportation Improvement Board (TIB):
 - Anderson Road and Umptanum Road Roundabout
 - Canyon Road Grind and Overlay (Umptanum Road To Mountain View Ave.)
- Completed the Title VI Annual Report to the Washington State Department of Transportation. This report identifies federal grant dollars spent each year on capital improvements.
- Reviewed, approved, and inspected the following developments and construction projects:
 - Mallard Meadows Plat (Bull Road N. of I-90) Phase 3
 - 806 W. 15th Ave. – 6 lot short plat
 - Bender & Airport 9 (12 lot Plat)
 - 604 S. Anderson Road – Brown & Jackson Site Plan
 - 1607 W. Dolarway Road – Wales Commercial Buildings
 - Airport Road & Helena Ave. – NE corner Smith Duplex
 - Washington Ave. & Pine St. – Stalder Duplexes
 - 2603 W. Green Ave. – New Transfer Station
 - 503 E. Helena Ave. – Pooya Apartments
 - Bender Road & Airport Road – Sparks 12 lot plat
 - Dandelion Lane Extension – CBP Short Plat
 - Ellensburg Flats – Phase 2
 - Bender Road – Katie Meadows Phase 2

- Anderson Road – WinCo Foods Distribution Center
- 2900 block of N. Airport Road – Pierce Plat – still in review
- Dry Creek Road – Foster Phase 2– still in review
- 2708 Triple L Loop – Starbucks
- Triple L Loop - Rivian EV Charging Station
- 2300 S. Canyon Road – truck stop fuel island
- Lightcurve Fiber Optic Infrastructure Upgrade Citywide
- Zply Fiber Optic Infrastructure Installations Citywide
- Ellensburg Rodeo Arena Improvements
- Rolling Meadows 48 Lot Plat
- CWU North Academic Campus
- HWY 10 Storage Units
- Cottage Grove Short Plat
- 1200 S. Ruby St. – HopeSource
- Mallard Meadows – Temporary Parking Lot

Public Transit Division

The Public Works Department oversees the Public Transit Division. The Ellensburg Transportation Advisory Committee provides oversight of the transit system and reports to the Ellensburg City Council on those, and other elements as directed. The Transit Manager oversees and manages the operational activities of the Transit System.

Retail sales and use tax collected in Ellensburg Central Transit's public transportation benefit district is the primary revenue source. Other funding sources include the Associated Students of Central Washington University, state operating grant funding along with other miscellaneous revenues. The transit service operates six (6) Fixed Routes along with ADA Paratransit and a 24-7 Non-emergency Medical Transportation (NEMT) Cabulance service which operate daily within the City limits of Ellensburg.

Major Accomplishments

- 15 ADA Capital projects which include:
 - Three (3) new bus shelters located at Rotary Park, Ruby Street & South 4th Ave and Umptanum and Ruby Street.
 - ADA bus stop landing pads were installed at the following locations:

Cherry & Ruby Street (WB)	Mountain View & Maple (EB)
Dolarway at Davita Dialysis with bench seating (WB)	Mountain View & Maple (WB)
Dolarway & Prospect (WB)	Sprague & 7 th Ave (SB)
Water Street & Greenfield (NB)	Sprague & 7 th Ave (NB)
Alder Street at Student Village (SB)	Water Street & 26 th Ave (NB)
18 th & Alder NB	18 th & Alder SB

- Added Simplify Transit alerts where detours and delays are published on the website, social media platforms, Google maps, and TRANSIT and other rider apps. Passengers can also subscribe to get emails or text messages regarding alerts on the route(s) and bus stops they use.
- November 4, 2025, a ballot measure was put before the voters of Ellensburg to repeal the 0.2% Transit Benefit District Sales & Use Tax that expires every 10 years and replace it with a 0.2% Transit Tax that does not expire. The voters approved the ballot measure with a 65.33% majority.

Ellensburg Central Transit's ridership numbers for 2025

Service	2024	2025	Percentage Change
Fixed Route	117,871	115,740	-1.8%
ADA Paratransit	166	703	323%
Cabulance	200	313	56%

Ellensburg Transportation Advisory Committee

The Ellensburg Transportation Advisory Committee (ETAC) consists of seven members under the authority of ECC 1.84. In August 2025, Ordinance 4967 was adopted by the City Council to broaden the former Public Transit Advisory Committee to include the transportation system services and was renamed the Ellensburg Transportation Advisory Committee. The committee has seven members with one alternate member. The goal is to work together to improve and oversee public transit and the transportation system services in the City.

Major Accomplishments

- November 4, 2025, a ballot measure was put before the voters of Ellensburg to repeal the 0.2% Transit Benefit District Sales & Use Tax that expires every 10 years and replace it with a 0.2% Transit Tax that does not expire. The voters approved the ballot measure with a 65.33% majority.
- ETAC advanced a Transit Strategic Plan to identify priorities, values, and goals to be adopted in 2026.
- 15 ADA Capital projects which included three (3) new bus shelters with amenities and planned artwork.
- Invested in transit system improvements in conjunction with the Water Street Overlay.
- Completed 5+ miles of street maintenance (chipseal).
- Annual Sidewalk Repair Program

Benchmarks

Ellensburg Central Transit's ridership numbers for 2025

Service	2024	2025	Percentage Change
Fixed Route	117,871	115,740	-1.8%
ADA Paratransit	166	703	323%
Cabulance	200	313	56%



Shop & Warehouse Division

The Public Works Department administers the City's Shop & Warehouse Division, which provides other City departments with warehousing, inventory, central purchasing services, and fleet, equipment, and facility maintenance.

The Shop & Warehouse personnel consists of one (1) foreperson, one (1) warehouse person, one (1) purchasing position (unfilled), one (1) maintenance technician, one (1) maintenance/warehouse technician, one (1) lead mechanic, two (2) mechanics and one (1) Facilities & Fleet Manager who supervises the division and its administrative functions.

The warehouse person maintains an inventory of over 2,300 different items in the warehouse. The warehouse person and the Shop & Warehouse foreperson act as purchasing agents for other City departments and divisions. The maintenance/warehouse technician position provides maintenance services at the shop facility and serve as a backup in the absence of the warehouse person. The newly funded Warehouse purchasing position will be the primary purchasing agent for all Warehouse inventory in 2026.

The mechanics maintain over 190 pieces of shop-owned equipment and vehicles, as well as equipment owned by other City departments and divisions.

Major Accomplishments

- The 2025 year-end inventory variance was under 5%.
- Continued planning for additional office space at the Shop facility to support an increasing workforce.
- Filled a vacancy in the Maintenance Technician position.
- Started a project to install a backup generator and automatic transfer switch to power the warehouse building.
- Auctioned and sold entire surplus equipment backlog, generating roughly \$75,000 in funds, and freeing up valuable space at the Shop facility.
- Purchased a large dewatering pump for use by all divisions.
- Purchased an articulating boom lift for use by the Shop Division.
- Purchased a crane for the Mechanic Shop service truck.
- Purchased a service truck for use by the Water Division Plant Maintenance Position.
- Purchased a water valve maintenance trailer for use by the Water Division.
- Purchased a plate compactor and rammer compactor for use by the Street Division.
- Purchased one new patrol vehicle for the Police Department.
- Received the following equipment ordered in 2024:
 - UTV for use by the Parks Division.
 - Dump Truck for use by all divisions

Stormwater Utility

The Public Works Department oversees the City's Stormwater Utility Division, which operates under a National Pollution Discharge Elimination System (NPDES) Phase II Stormwater permit issued by the Washington State Department of Ecology. The first NPDES permit was issued in 2007, and the Utility was formed in 2009. The Stormwater Utility performs outreach education, looks for illicit discharges, reviews development and re-development plans and specs for both private and public projects to make sure they meet the City's Stormwater Utility Code, provides public input, and oversees the operation and maintenance of the shop as it relates to stormwater.

The Stormwater Utility maintains public infrastructure, creates public awareness about stormwater, enhances and improves water quality and natural resources while providing future development with solutions that meet City, state, and federal requirements. The division also administers the City's street tree program and employs one (1) Water Resources Manager, one (1) FTE Water/Stormwater Coordinator, and one (1) FTE Stormwater/Urban Forestry Tech position.

The stormwater system consists of:

- 49.17 miles of underground stormwater mains
- 2,504 catch basins
- 346 manholes
- 44 City-maintained stormwater swales

Major Accomplishments

- Revised the Interlocal Agreement (ILA) with Franklin Conservation District to provide stormwater community outreach and education for the remainder of the 2024-2029 Phase II Permit.
- Worked with a consultant on the Reecer Creek Floodplain Mapping and Levee Construction Project. This project constructed the new levee north of Dolarway in 2025.
- Worked with Plateau Archeological Consulting Services to obtain a permit with the Department of Archaeology and Historic Preservation (DAHP), and to conduct archaeological monitoring during construction of the Reecer Creek Levee north of Dolarway.
- The Gateway II Vantage Highway Stormwater LID Retrofit Project 90% design was completed, and the design grant was closed out through Ecology. Initial preparation for submission of the Gateway II Construction Funding Grant was initiated. The Gateway II project is anticipated to be constructed in 2028 if grant funding comes through.
- Submitted the Annual Report and Stormwater Management Plan to Ecology.
- Initiated work on the Flood Control Assistance Account Program (FCAAP) Grant Project, which was supported by a \$400,000 Department of Ecology grant, awarded in 2023. The project began in 2024 and was completed in 2025. The project mapped and modeled the City's storm system and compared previous modeling done by the Kittitas County Flood Control Zone District.
- Developed an ILA with Kittitas County to update the Whiskey and Mercer Creek floodplain maps based on new scientific data. Data from the FCAAP Project was incorporated into studies completed by the County. This ILA will be used to revise the existing Federal Emergency Management Agency (FEMA) regulatory flood maps based on best available data, provide education about flood risk to the community.
- Cleaned and inspected 2,403 catch basins.
- Inspected over 70 stormwater outfalls to waters of the state (creeks).
- Conducted 329 tests of creeks from March through November. These tests are used to detect coliform bacteria in the water. This annual project supports the Wilson Creek Total Maximum Daily Load (TMDL) permit requirements.

- Recorded 328 oxidation-reduction potential (ORP) and pH readings in City creeks, from March through December. This annual project supports the Illicit Discharge Detection and Elimination (IDDE) permit requirements.
- Tested and coordinated disposal of 960 tons of street sweepings.
- Filled the newly created Water/Stormwater Coordinator position through promotion from the Stormwater / Urban Forestry Technician position.
- Filled the Stormwater / Urban Forestry Technician position through promotion from the Engineering Technician position.
- Initiated the Companion Storm Project, which will update and streamline the stormwater review process for private and public development for better compliance with the provisions of the updated 2024 Stormwater Management Manual for Eastern Washington.
- Submitted for and was awarded a \$120,000 Stormwater Capacity Grant through the Department of Ecology to support Phase II Permit Compliance activities.
- Initialed work on the Urban Forestry Management Project. The project will complete an Urban Forestry Management Plan, update the Tree Ordinance, create Street Tree Development Standards, conduct a City Parks & Facilities Tree Inventory, and create Outreach & Education materials for the public. This project is funded through the Washington Department of a Natural Resources' 2024 Community Forestry Assistance program.
- Reviewed permits and recommended to Council the removal of 24 street trees.
- Issued 79 tree permits for the planting, trimming or removal of trees located in the City rights-of-way.
- Coordinated the annual Arbor Day free tree giveaway in April. Through the program 57 Arbor Day trees were given to city residents, 45 were planted on private property and 12 were planted as new street trees in the City right-of-way.
- For the 2nd year, partnered with the Parks Department and Central Washington University's SLICE volunteers, to host an Arbor Day tree planting and trash cleanup event at Irene Rinehart Riverfront Park.
- Renewed the City's Tree City USA certification with the National Arbor Day Society. This requires meeting four program standards, including spending at least \$2 per capita on urban forestry activities. In 2025, the City exceeded this requirement by spending \$12.32 per capita to support urban forestry.
- For the 3rd year the City will receive the Tree City USA Urban Growth Award. This is given to communities that demonstrate exceptional tree care and go above and beyond the basic requirements of the Tree City USA program.

Street Division

The Public Works Department oversees the City's Street Division, which is responsible for maintenance of transportation improvements within the public rights-of-way. This work includes snow removal, pavement repair, pavement preservation, flood response, street striping, tree trimming, and weed control. The division has one (1) Street Foreman, seven (7) Heavy Equipment Operators and two (2) administrative positions who oversee the Water, Wastewater, Shop & Warehouse, and Street Divisions. Temporary employees are hired to supplement the work force during the spring and summer months. The primary source of funding in Street comes from City Sales Tax, along with a small portion of Motor Vehicle Fuel Tax.

The street system consists of:

- 91.05 miles of streets
- 115.59 miles of sidewalks

- 28 traffic signals

Major Accomplishments

- Crackfilled over five (5) miles of streets.
- Chip sealed approximately five (5) miles of streets
- Contracted for the painting of 74.56 miles as follows:
 - 5.10 miles of 4" yellow center stripe (skip)
 - 49.16 miles of 4" yellow "no passing" stripe (solid)
 - 20.09 miles of 4" white edge and turn lane (solid)
 - 0.21 miles of 4" white two-lane divider (skip)
- Swept City streets and generated over 900 tons of sweepings which were hauled away.
- Ground offset joints sidewalks at over 850 locations to eliminate tripping hazards.
- Responded to multiple callouts to remove debris in the road from accidents and high winds.
- Patched utility cuts in streets utilizing around 70 tons of hot mix and six tons of Easy Street cold asphalt mix.
- Performed pothole and utility patching during the winter months utilizing 10 tons of Easy Street cold asphalt mix.
- Performed repairs and maintenance work in 34 different alleys.
- Mowed City rights-of-way.
- Mowed and maintained the Reecer Creek Floodplain.
- Repaired a rip rap buffer in Wilson Creek alongside Willow Street just north of Brick Road.
- Provided sand piles and sandbags at three locations for public use during flooding.
- Performed tree trimming operations at 279 different locations including the removal of 10 large hazard trees.
- Performed sidewalk maintenance of paver stone sidewalks at 30 different locations.
- Assisted other divisions and the Ellensburg Police Department with emergency street closures.
- Facilitated many special events throughout the year with street closures and traffic control, including three parades.
- Performed approximately one-quarter of a mile of roadside ditch maintenance.
- Performed vegetation management and noxious weed control in City rights-of-way and City owned properties. The equivalent of approximately 130 acres of ground were managed.
- Performed a complete rebuild of the paved alley between Main St and Water St from Washington Ave to Capitol Ave.
- Performed a dozen minor creek projects to improve flows through City owned right away, and to mitigate possible flooding issues. This work was completed under the General Hydraulic Permit that was renewed with Washington Department of Fish and Wildlife (WDFW).
- Performed maintenance on the two certified levees at Irene Rinehart Park, including tree removals and loose debris cleanup. This type of work is mandated by the Army Corp of Engineers to keep the levees certified.
- Repainted 59 crosswalks and a multitude of parking T's and L's in the downtown core.

Traffic Impact Fee Fund

The Public Works Department administers the Traffic Impact Fee (TIF) Fund. This fund is responsible for aiding improvement to transportation system capacity that will reasonably benefit new development.

The Traffic Impact Fees Fund was established in 2009 to be used for public facility improvements that will reasonably benefit new development. Impact fees are spent for improvements listed in the Six-Year Transportation Improvement Plan, on projects that are specifically identified in the adopted Traffic Impact Fee Study, and projects cannot be solely funded by Traffic Impact Fees. The City collects traffic fees at time of building permit issuance and the fee is based on peak hour trips generated by the project.

There are no FTEs associated with the Traffic Impact Fee Fund.

Major Accomplishments

Utilized the administrative portion of the TIF for:

- Completed Independent consultant reviews of select development submitted "Traffic Impact Analysis" reports, to ensure compliance with Traffic Impact Guidelines and to ensure peak hour traffic generated from proposed developments complies with the City's Level of Service (LOS) requirements outlined in the City's Comprehensive Plan.

Utilized the construction portion of the TIF for:

- Mountain View Ave. and Bull Road Traffic Signal: The design for the installation of a traffic signal at this intersection was completed in 2025. The project also includes the installation of a multi-use pathway on the east side of Bull Road from Mountain View Ave. to Gregory Place, it will also widen the south leg of the intersection to allow for the installation of a northbound left turn lane. The traffic signal will be an 8-phase signal and include protected pedestrian crossings on all sides. The construction of this project is scheduled for 2026 and will be funded through Arterial Street, with reimbursement primarily coming from the Traffic Impact Fee fund.

Wastewater Utility

The Public Works Department is responsible for the City's Wastewater Utility Division, which processes, tests, and discharges wastewater produced within the City of Ellensburg. Established by the City in 1908, the Wastewater Utility serves over 6,600 customers within the Ellensburg City limits. The utility provides an efficient and safe wastewater system for the community through the operation of a Wastewater Treatment Facility (WWTF) and the associated lab, which maintains compliance with all Department of Ecology regulations.

The Wastewater Utility employs one (1) Foreperson, three (3) FTE field collection personnel, four (4) Plant Maintenance/Treatment Plant Operators, two (2) Treatment Plant Operators, one (1) lab technician and three (3) administrative position who oversee the Water, Wastewater, Shop & Warehouse, and Street Divisions. The WWTF employees process an average of over 4.4 million gallons per day, or 1.6 billion gallons per year, of effluent.

The sewer distribution system consists of:

- 86.67 miles of sanitary sewer mains
- Two (2) lift stations
- 1,796 manholes

Major Accomplishments

- Hired a consultant to begin the design of the Return Activated Sludge (RAS) Building Improvements project at the WWTF. Construction for this project is anticipated for 2026 and 2027.
- Hired a consultant for the design of the addition of 5th Aerators and motor control center (MCC) improvements at the WWTF. Design will continue into 2026, with construction anticipated for late 2026 or early 2027.
- Worked with a consultant on an update of the City's General Sewer System Plan. This work is in the final review stages and will be adopted in 2026.
- Participated in the "Ellensburg Academy" presentations to help interested residents understand the City of Ellensburg Wastewater System.
- Negotiated an amendment to the Iron Horse Brewery Discharge agreement at their request to help them lower permitting costs to the DOE. The new agreement was extended another 5 years.
- Seven (7) Wastewater employees attained or maintained a Group II or higher Wastewater Operator Certification.
- Collections crews cleaned approximately 40 miles of sewer main with a vac truck and a jet.
- Crews installed storm features in the alley between Main and Water, Capitol and Washington, as a part of a complete paved alley rebuild project.
- Performed 150 side sewer inspections.
- Performed three (3) collection main repairs.
- The WWTF processed 1.29 billion gallons of influent.
- The WWTF reduced 1.41 million pounds of solids of incoming influent down to 293.8 tons of biosolids which were hauled off by a contractor for beneficial reuse per EPA requirements.
- Performed maintenance at the outfall within the Yakima River under the direction of WDFW.
- Anderson Road Sewer Extension Project Phase 2: Installed 4,150 LF of 18" sewer line from the intersection of 3rd Ave. and Lincoln St. to the end of the Phase 1 project. This also removed the lift station from the wastewater system and the sewer in this area is now only gravity main.

Water Utility

The Public Works Department is responsible for the City's Water Utility, which operates and maintains the City's water sources and distribution systems. Established by the City in 1933, the Water Utility has grown to serve more than 6,600 customers delivering over 1.63 billion gallons of water annually.

Water is pumped into the City's system from nine wells located throughout the City and surrounding area. The City also uses the Brooklane Well during summer months under an agreement with Central Washington University. The Utility has three pressure zones (upper, lower, and Craig's Hill), and two reservoirs: a 4-million-gallon reservoir on Craig's Hill and a 1-million-gallon reservoir at the Kittitas County Airport. It also operates and maintains a booster station and a transfer station.

The Water Utility employs one (1) foreperson, four (4) FTE field personnel, one (1) cross connection specialist, two (2) plant maintenance persons and three (3) administrative positions who oversee the Water, Wastewater, Shop & Warehouse, and Street Divisions.

The water distribution system consists of:

- 115.85 miles of water mains
- 1,031 fire hydrants
- 3,098 valves

Major Accomplishments

- Craig's Hill Pressure Zone Project: Completed construction of the Booster Pump project which installed a pump house and four booster pumps to create a new pressure zone in the Craig's Hill vicinity. This project increases available fire flow in the vicinity and allows for full and more efficient use of the Craig's Hill water tower.
- Seattle Ave. Utility Extension: The Seattle Ave. Utility Extension, a collaboration of, Public Works, Water, Gas, and Light to design and advertise and build a utility extension project that created system redundancy for the City's infrastructure along Seattle Ave. between Willow St. and Magnolia St. Built in early 2025, improvements include 1,000 linear feet of 8" water main, an air vac and hydrant; 500 linear feet of 4inch gas main; and 4,000 linear feet of electrical conduit.
- Dry Creek Rd 24" Valve Replacement: Replaced a 24" gate valve with a 24" butterfly valve on the concrete water main along Dry Creek Rd.
- The final Reservoir Siting Study for construction of a new reservoir was completed.
- Worked with a consultant on the Water Supply Management project.
- Contracted with a consultant to prepare the Aquifer Storage and Recovery Feasibility Study. Overcame several hurdles associated with the study, which included a consultant change and subsequent closeout of the existing Department of Ecology grant. A new consultant was selected, a gap analysis was done to identify the path forward from the previous work, and a new grant agreement is being developed with Ecology. The feasibility study is anticipated to be complete in late 2026 and is projected to be ready for a pilot study during the following biennium.
- Performed and submitted weekly, monthly, and annual water sampling as required by the Department of Health (DOH), including the new DOH required quarterly testing for PFAS.
- Completed and distributed the Consumer Confidence Report and certified it with the Department of Health.
- Completed the Water Use Efficiency Annual Performance report and submitted to the DOH.
- Replaced the pump and shaft at Whitney Well.
- Had the Kiwanis Well pump and motor removed and sent off for inspection.
- Participated in the "Ellensburg Academy" presentations to help interested citizens understand the City of Ellensburg water system.

- Completed a cathodic protection survey of the reservoirs.
- Replaced the rectifier at the Craig's Hill reservoir that was located in a vault and mounted the new rectifier on the side of the Craig's Hill Booster Pump Station.
- Conducted static ground water measurements at each well in March and October as part of a process to track aquifer levels. These level measurements will be reported to the Environmental Commission annually.
- Repaired 28 distribution main breaks caused by various circumstances, including contractor damage, or that were discovered during leak survey.
- Conducted a leak survey of the entire water distribution system, including a walking survey of the entire 24-inch transmission line.
- Installed 118 new water services and performed 130 meter changeouts. 119 ERTs were upgraded as well.
- Performed 6 hot taps (4-inch and larger) on distribution mains.
- Monitored and enforced the testing of 2,746 active cross connection devices on irrigation systems and businesses.
- Installed 11 new water services.
- Replaced the flow meter at City wells.
- Facilitated the installation of fiberoptics to Hayward, Route 10, and Hayward Wells and began telemetry upgrades at those locations.
- Cleaned, repainted, and renumbered a large majority of City-owned fire hydrants and assisted KVFR with flow testing of every fire hydrant in the water system.
- Completed a pump and motor vibration analysis at all City-owned wells.
- Continued compiling data for the Lead Service Line Inventory as required. Notifications were sent out to addresses with service lines constructed with "unknown" materials.
- Successfully completed a Sanitary Survey of the water system with the regional engineer from the DOH with no findings.
- Navigated the third year of drought and an unprecedented surface water curtailment from the Department of Ecology. Water Resources team integrated into a network of drought response and technical advisory groups, and conservation measures were implemented by the City and large water users.
- Worked to transition compliance activities to the new Water Resources team. This work is ongoing to ensure a smooth transition.