

# CITY COUNCIL AGENDA

March 16, 2026



Ellensburg City Council welcomes and encourages public participation in their public meetings. Meetings are broadcast on Charter/Spectrum Channel 191 and available to livestream on Ellensburg Community Television at [ectv2.com](http://ectv2.com) or on YouTube at ECTV Ellensburg. Members of the public may attend City Council meetings either in person in the City Council Chambers, 501 N Anderson Street, Ellensburg, WA 98926 or by registering to attend remotely via video conference.

To attend the city council meeting virtually register here:

[https://us02web.zoom.us/webinar/register/WN\\_VHjuBnjzSfechqCeJzWcaw](https://us02web.zoom.us/webinar/register/WN_VHjuBnjzSfechqCeJzWcaw)

## Accessibility

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

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

*Please submit requests for language assistance or reasonable accommodation to the HR Director/ADA Coordinator by calling (509) 962-7222 or by email at [ADAcordinator@ellensburgwa.gov](mailto:ADAcordinator@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](http://www.ectv2.com) or on YouTube at [ECTV Ellensburg](https://www.youtube.com/channel/UC1v1v1v1v1v1v1v1v1v1v1v1). 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](mailto: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](mailto:cityclerk@ellensburgwa.gov). Comments received by 5 p.m. on the meeting date will be compiled, sent to the City Council and entered into the record.

### PROCEDURE FOR REMOTE PARTICIPATION DURING MEETING

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

## **PROCEDURE FOR IN-PERSON PARTICIPATION (COUNCIL CHAMBERS)**

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

## **PUBLIC COMMENT RULES FOR ALL MEETING PARTICIPANTS**

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

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

## **CONSENT AGENDA**

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

## **AGENDA ITEMS**

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

## **PUBLIC HEARINGS**

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

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

**CITY OF ELLENSBURG  
CITY COUNCIL AGENDA  
Council Chambers  
501 North Anderson Street  
Ellensburg, WA 98926  
And remotely via Zoom  
Monday, March 16, 2026  
7:00 PM - Regular Meeting**

**Pledge of Allegiance**

- 1. Call to Order and Roll Call**
- 2. Proclamations (No Public Comment)**
  - 2.A Natural Gas Utility Workers Day 6
  - 2.B Transgender Day of Visibility 7
  - 2.C National Developmental Disabilities Awareness Month 8
- 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 March 2, 2026 Regular Meeting 9
  - 5.B Approve Minutes of March 2, 2026 Study Session 13
  - 5.C Acknowledge Minutes of Boards and Commissions 14
  - 5.D Award Bid 2026-03 Dolarway Substation Reclosers 22
  - 5.E Approve March 16, 2026 Voucher Listing 23
- 6. Petitions, Protests, and Communications**
  - 6.A 2025 Police Department Annual Report 24
  - 6.B Invitation to the Passing of the Laurel Ceremony 34
- 7. Public Comment on Non-agenda Issues**
- 8. Business Requiring Public Hearings**

8.A	Closed Record Hearing (Quasi-Judicial) to consider adoption of Resolution 2026-05, approving the Houghton Preliminary Subdivision (File # P25-140) (Limited Public Comment)	35
<b>9.</b>	<b>Introduction and Adoption of Ordinances and Resolutions</b>	
9.A	Second Reading of Ordinance 4981 Amending Ellensburg City Code and Adoption of Resolution No. 2026-06 Regarding Community Development Review Fees (Public Comment Opportunity)	203
9.B	First Reading of Ordinance 4982 Amending Ellensburg City Code Chapter 1.88-Diversity, Equity, and Inclusion Commission (Public Comment Opportunity)	217
<b>10.</b>	<b>Unfinished Business</b>	
10.A	Lodging Tax Advisory Committee Presents Partnership Request: Rodeo Grandstand Improvement Project (Public Comment Opportunity)	227
10.B	Park, Recreation, Open Space, and Sustainable Plan Adoption (Public Comment Opportunity)	245
<b>11.</b>	<b>New Business</b>	
11.A	Lease Agreement between the City of Ellensburg and Kittcom for Unit 4 at the Airport Business Park (Public Comment Opportunity)	247
11.B	Interlocal Agreement with Kittitas County for Cold Weather Shelter Maintenance (Public Comment Opportunity)	271
11.C	Kittitas Valley Memorial Pool & Fitness Center Roof Replacement (Public Comment Opportunity)	279
<b>12.</b>	<b>Miscellaneous</b>	
12.A	Manager's Report (No Public Comment)	281
12.B	Councilmembers' Reports (No Public Comment)	
<b>13.</b>	<b>Executive Session</b>	
13.A	Per RCW 42.30.110(1)(i)(iii), 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.(iii) Litigation or legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency	
<b>14.</b>	<b>Adjournment</b>	