

CITY COUNCIL AGENDA

August 17, 2026



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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](https://www.youtube.com/channel/UCv3v3v3v3v3v3v3v3v3v3v3). 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 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 scheduled 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, August 17, 2026
7:00 PM - Regular Meeting**

Pledge of Allegiance

1. Call to Order and Roll Call

2. Proclamations (No Public Comment)

2.A International Overdose Awareness Day 7

3. Awards and Recognitions

3.A SOAR Gold Award - Ellensburg Natural Gas Division

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 August 3, 2026 Regular Meeting 8

5.B Acknowledge Minutes of Boards and Commissions 12

5.C Memorandum of Agreement - Emergency Drought Relief in Yakima River Basin 18

5.D Approve Donation of UAS Equipment From Private Citizen 23

5.E Project Acceptance-Bid Call 2023-12 Unity Park Construction 24

5.F Resolution 2026-17 Approving Goninan Street Tree Removal Request at 504
W 11th Avenue 26

5.G Resolution 2026-18 Approving Carlson Street Tree Removal Request at 108 S
Sampson Street 40

5.H City of Ellensburg Aquifer Storage and Recovery (ASR) Feasibility Study
Completion 49

5.I Letter to Conditionally Selected Developer of the Ellensburg Fieldhouse Project
Extending the Contract Negotiation Deadline 98

5.J	Approve HopeSource Letter of Support	101
5.K	Approve August 17, 2026 Voucher Listing	103
6.	Petitions, Protests, and Communications	
6.A	Ellensburg (Yakima) Humane Society – Ellensburg Animal Shelter Update (Public Comment Opportunity)	104
6.B	Recommendation of Appointment to the Lodging Tax Advisory Committee (Public Comment Opportunity)	106
6.C	Public Presentation of Historic Resource Map (Public Comment Opportunity)	110
7.	Public Comment on Non-agenda Items	
8.	Business Requiring Public Hearings	
9.	Introduction and Adoption of Ordinances and Resolutions	
9.A	Second Reading of Ordinance 4994, Vacating a City Easement Located Between Catherine Cottages and Radio Road (Public Comment Opportunity)	112
9.B	First Reading of Ordinance 4993 Amending Change Funds (Public Comment Opportunity)	121
9.C	Proposed Ordinance 4995 Traffic Code Revisions – First Reading (Public Comment Opportunity)	126
9.D	Resolution 2026-19 Accepting Queens of Spades Garden Club Donation (Public Comment Opportunity)	149
10.	Unfinished Business	
11.	New Business	
11.A	Lodging Tax Advisory Committee Funding Recommendation for the Ellensburg Recreation Center (Fieldhouse) (Public Comment Opportunity)	151
11.B	Amendment to the Professional Service Agreement Between the City of Ellensburg and the Ellensburg Downtown Association (Public Comment Opportunity)	154
11.C	Second Quarter 2026 Financial Status and Investment Reports (Public Comment Opportunity)	167
11.D	Comprehensive Plan Chapter Review: Economic Development (Public Comment Opportunity)	182
11.E	Comprehensive Plan Periodic Update- December Land Development Code Amendments Overview (Public Comment Opportunity)	231
12.	Miscellaneous	

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

247

12.B Councilmembers' Reports (No Public Comment)

13. Executive Session

14. Adjournment



PROCLAMATION

A Proclamation on International Overdose Awareness Day 2026

Whereas, The City of Ellensburg does affirm and acknowledge the harm and hardship caused by drug overdose; and

Whereas, We recognize the purpose of International Overdose Awareness Day as remembering loved ones lost to overdose and ending the stigma of drug-related deaths; and

Whereas, We resolve to play our part in reducing the toll of overdose in our community, which claimed the lives of 3,068 Washington State residents in the year 2025 with countless more affected forever; and

Whereas, We recognize that in 2025, Kittitas County lost 9 individuals to overdose; and

Whereas, We recognize that First Responders in Kittitas County have responded to an increased number of substance use-related calls in this past year; and

Whereas, We affirm that the people affected by overdose are our family, friends, and community members who are deserving of our love, compassion, and support; and

Whereas, Death from overdose is preventable

Whereas, There continue to be deaths from stimulant use; and

Whereas, Overdose continues to increase both medical and other economic costs greatly impacting our society; and

Whereas, Substance Use Disorder is a treatable disease and the stigma and shame often are a barrier to seeking help; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor of Ellensburg, does hereby proclaim August 31, 2026 as International Overdose Awareness Day and invites every everyone to join in the August 31st event at Mountain View Park from 1PM-3PM.

Signed this 17th day of August, 2026.

A blue ink signature of the City Clerk, written in a cursive style.

Attest:
City Clerk

A blue ink signature of the Mayor, written in a cursive style.

Rich Elliott, Mayor



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of City Council, Regular Meeting

August 3, 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

1. Call to Order and Roll Call

Roll Call Present: Sarah Beauchamp, Rich Elliott, Nancy Goodloe, Nancy Lillquist, David Miller, Delano Palmer

Absent: Joshua Thompson (excused)

Others present in person: City Manager Behrends Cerniwey, City Attorney Horner, City Clerk Leader, Public Works Director Lyyski, Assistant City Engineer Mattson, Water/Storm Program Coordinator McGowan, Stormwater Manager Springer, Transit Manager Dunbar, Planning Manager Henderson, Community Development Director Carlson, Housing Program Manager Frey and approximately ten members of the public

Others present remotely via Zoom: Four 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 6-0**

5. Consent Agenda

- 5.A Approve Minutes of July 20, 2026 Regular Meeting
- 5.B Acknowledge Minutes of Boards and Commissions
- 5.C AAEE Commission Resignation - Judd Ike Grey
- 5.D Professional Services Agreement for Project Management Services for ERP Software, Amendment 2 to Increase Maximum Compensation to Include Implementation Project Management Services
- 5.E Consideration of Approving the Service of Alcohol at the Hoedown in the Downtown Event at Unity Park

-
- 5.F Energy Resource Plan
 - 5.G Community Solar Expansion Program — Participation
 - 5.H Approve Funding to Purchase a Lactation Pod for City Hall
 - 5.I Authorize City Manager's Signature on a Memorandum of Understanding with Teamsters Local 760 - Crew Implementing a Temporary 4/10 Work Schedule for the Water Division
 - 5.J LTAC Funding Recommendation for 2026-2027 Contract for Ellensburg Community Calendar
 - 5.K Approve August 3, 2026 Voucher Listing

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

6. Petitions, Protests, and Communications

7. Public Comment on Non-agenda Items

Public Comment was heard from the following citizen:
Pat Kelleher

8. Business Requiring Public Hearings

- 8.A Public Hearing to Consider Vacating a City Easement Located Between Catherine Cottages and Radio Road, and First Reading of Ordinance 4994 (Public Comment Opportunity)
Mayor Elliott opened the public hearing. Mayor Elliott asked the standard questions regarding appearance of fairness and conflict of interest. Councilmember Lillquist explained her email communication with Liz Scully and other neighbors. The communication was entered into the record as Exhibit A. Councilmember Palmer acknowledged his participation through Habitat for Humanity. There were no other appearance of fairness, ex parte contacts or conflicts of interest disclosed by the Mayor or Councilmembers.

Chris Horner, City Attorney, presented information in the staff report.

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

Dale McPherson
Stephen Greenfield
Liz Scully

With no additional comments from the public or questions from Council, Mayor Elliott closed the public hearing.

Councilmember Palmer moved to approve first reading of Ordinance 4994,

vacating a City easement located between Catherine Cottages and Radio Road. **Motion Approved 6-0**

- 8.B 2026-2031 Transit Development Plan with the 2025 Annual Report (Public Comment Opportunity)
Mayor Elliott opened the public hearing. Betsy Dunbar, Transit Manager, presented information in the staff report.

With no comments from the public and no questions from Council, Mayor Elliott closed the public hearing.

Councilmember Miller moved to adopt the 2026-2031 Transit Development Plan with the 2025 Annual Report as attached or in substantially similar form. **Motion Approved 6-0**

9. Introduction and Adoption of Ordinances and Resolutions

- 9.A Ordinance 4992 (Second Reading) - Urban Forestry Code, Repeal and Replace Chapter 4.36 Street Trees (Public Comment Opportunity)
Erin McGowan, Water/Storm Program Coordinator, presented information in the staff report.

Councilmember Palmer moved to conduct second reading and adoption of Ordinance No. 4992, repealing and replacing Chapter 4.36 Street Trees of the Ellensburg City Code. **Motion Approved 6-0**

10. Unfinished Business

11. New Business

- 11.A Transit Strategic Plan (Public Comment Opportunity)
Betsy Dunbar, Transit Manager, presented information in the staff report.

Councilmember Lillquist moved to accept the Ellensburg Central Transit 2026-2030 Transit Strategic Plan as attached or in substantially similar form. **Motion Approved 6-0**

- 11.B Comprehensive Plan- Final Draft of Land Use Chapter (Public Comment Opportunity)
Stacey Henderson, Planning Manager, presented information in the staff report. Council asked questions of staff.

- 11.C Comprehensive Plan - Final Draft of Housing Chapter (Public Comment Opportunity)
Lily Frey, Housing Program Manager, presented information in the staff report. Council asked questions of staff.

- 11.D Appoint Members of the Community Results Team - an Ad Hoc Citizen Advisory Committee for 2027–2028 Budget Development (Public Comment

Opportunity)

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

Councilmember Palmer moved to appoint members to serve on the Community Results Team for the 2027–2028 Biennial Budget development as proposed. **Motion Approved 6-0**

12. Miscellaneous

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

Heidi Behrends Cerniwey, City Manager, presented the report. The County passed the public facilities district, and two members from the City will be selected to serve on the board. A Resolution will be presented to Council for approval at a future meeting.

12.B Councilmembers' Reports (No Public Comment)

- Councilmember Miller attended the LEOFF meeting and Comprehensive Plan open house
- Councilmember Goodloe attended the Comprehensive Plan open house, an Affordable Housing and Developmental Disabilities Committee joint meeting, and the Affordable Housing Committee regular meeting
- Mayor Elliott reported on the Developmental Disabilities Committee joint meeting and spoke regarding current wildfires within the state

13. Executive Session

13.A Per 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.

Council recessed to executive session at 9:06 pm, which was expected to last approximately ten minutes. No action would be taken.

Council reconvened at 9:16 pm

14. Adjournment

Meeting adjourned at 9:16 pm

Mayor

ATTEST:

City Clerk

3. Approval of Minutes

3.A

Motion to approve the April 21, 2026, Meeting Minutes.

A motion to approve the April 21, 2026, meeting minutes was made by committee member Miner.

The motion carried 4-0.

4. Public Comment on Non-agenda Items

None.

5. Consent Agenda

None.

6. Transit Updates

6.A

April 2026 Ridership

April 2026 ridership information was shared.

6.B

RFP Contract Negotiations

An update was given regarding the contract negotiations with the selected operating contractor.

6.C

Transit Development Plan

Staff reported that the Transit Development Plan was currently being updated and due to WSDOT by September 1, 2026.

6.D

Title Six Plan

The Title Six Plan is currently being updated and is due to WSDOT by July 6, 2026.

6.E

Consolidated Grant Application

The Consolidated Grant application will be available mid-June.

6.F

Human Services Transportation Plan (HSTP)

The Human Services Transportation Plan is underway.

7. Transportation Updates

7.A

Annual six-year transportation improvement plan.

Staff presented the annual six-year transportation improvement plan for 2027-2032 for review and comment. This plan is scheduled to go before Council on June 15th.

7.B

Annual complete streets update.

Staff gave a brief presentation of the 2025 complete streets accomplishments and the planned work for 2026 that incorporates complete streets elements, which improve access and mobility for all modes of transportation.

7.C

Annual traffic safety report.

Staff shared a brief report comparing the traffic safety collision data for serious injuries and fatalities from 2025 to 2026. Data for these accidents from 2019 to 2023, contained in the adopted 2025 Transportation Safety Action Plan, were compared to the most current data from 2020 to 2024.

8. Member Updates

8.A

Review Items in the April Minutes.

A discussion was held to establish a subcommittee to recommend implementing the Transit Strategic Plan. A future discussion is planned for the next ETAC meeting.

9. Next ETAC Meeting

9.A

June 16, 2026.

10. Adjournment

4:50 PM.



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Lodging Tax Advisory Committee, Regular Meeting

June 3, 2026

2:03 PM

Council Conference Room 501 North Anderson Street

Ellensburg, WA 98926

And remotely via Zoom

1. Call to Order and Roll Call

1.A Roll Call Present: Carmen Wiggins, Steve Townsend, Lacie Dawson, Chair,
Sarah Beauchamp
Absent: Arlo Evasick

Guests: Matt Anderson, Kittitas County Chamber of Commerce, Mr. Rich
Coleman

2. Public Comment

No public comment.

3. Approval of Agenda

3.A Approval of June 3, 2026, Lodging Tax Advisory Committee meeting agenda

Motion: Move to approve June 3, 2026, LTAC meeting agenda as presented.

By: Carmen Wiggins

Seconded by: Lacie Dawson

All in Favor:

Opposed: None

Abstained: None

Motion carries

4. Approval of Minutes

4.A Approval of April 1, 2026, Lodging Tax Advisory Committee meeting minutes as presented.

Motion: Move to approve April 1, 2026, Lodging Tax Advisory Committee meeting minutes as presented.

By: Carmen Wiggins

Seconded: Lacie Dawson

All in Favor: All in Favor

Opposed: None

Abstained: None

Motion Carries

5. Unfinished Business

5.A New Committee Member Recruitment: 1 Lodging/1 Receiving

Staff presented the current Lodging Tax Committee member terms. All existing members' terms expire December 31, 2026. The following members indicated they would seek reappointment: Carmen Wiggins, Lacie Dawson, Steve Townsend.

Committee discussed recruitment planning and opportunities. Will reach out to individuals directly and staff will request that it be added to the monthly Ellensburg Arts & Cultural Alliance board meeting agenda.

6. New Business

6.A With Y2 (2026-2027) Contract for Community Calendar

Motion: Move to allocate and approve for recommendation to City Council the utilization of \$10,800.00 from Lodging Tax Funds to support the continuation of the Ellensburg Community Calendar.

By: Carmen Wiggins

Seconded: Steve Townsend

All in Favor: All in Favor

Opposed: None

Abstained: None

Motion Carries

6.B Wayfinding Signage Update: Staff updated committee members on work and plans for the following projects:

- Main Street Signage
- Historic Downtown Signs
- Tourism Banners

Councilmember Beauchamp asked for an update on the downtown trash can replacement project. Staff gave update.

7. Tourism Report

7.A Monthly Tourism Social Media Report from Kittitas County Chamber of Commerce
Amy McGuffin, CEO of the Kittitas County Chamber of Commerce gave the monthly social media tourism update for Ellensburg.

- There has been a lot of turnovers in the hotels of late, particularly with management.
- The Chamber will be releasing a visitor's guide directed toward younger persons called, "Teen Scene".

- The updated Visitor's Guide has been published and is in the stands.
- Created a hiking/recreational guide
- Banwango is getting popular, particularly in the dining/restaurants category.

8. Budget Update

8.A Expenditure and Revenue Update: Staff reviewed budget updates with the committee.

9. Adjournment 2:44 pm



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

Agenda Subject: Memorandum of Agreement - Emergency Drought Relief in Yakima River Basin
Submitted by: Ryan Lyyski, Public Works Director
Department: Public Works

Suggested Motion/Action:

Authorize City Manager to sign a Memorandum of Agreement with the US Bureau of Reclamation and Washington State Department of Ecology's Office of the Columbia River, in a substantially similar form, as well as sign all associated documents and grant agreements necessary to finalize this agreement.

Background/Summary:

The City of Ellensburg's Water Division holds a water right with the US Bureau of Reclamation (the Bureau). The right is to use Certificate of Adjudicated Water Right No. S4-83580-J for diversion of 23.33 cubic feet per second and 6,000 acre-feet per year with a priority date May 10, 1905.

Central Washington and the Kittitas Valley are experiencing drought conditions, so the Washington State Department of Ecology, by order dated April 8, 2026, declared a drought emergency in the Yakima River Basin. The Department of Ecology stated that projected water supplies are "likely to fall far short of the state's summer demand" with hardship conditions for agriculture and fisheries and instream flows.

Previous Council Action:

June 16, 2025 Council authorized a similar agreement

Analysis:

The City of Ellensburg has an opportunity to partner with other agencies in the Yakima Basin aiding relief for the benefit of fish and farms. The purpose of this Memorandum of Agreement (MOA) is to enable the Bureau to provide emergency drought relief by using the City's Water Right in the Yakima Project to meet Total Water Supply Available demands, as well as to specify the amount of compensation the City will receive from the Washington State Department of Ecology. The Parties intend for this MOA to be effective for the 2026 irrigation season and to terminate no later than December 31, 2026.

Staff recommends Council authorize the City Manager to sign the Memorandum of Agreement with the US Bureau of Reclamation and Washington State Department of Ecology's Office of the Columbia River, in a substantially similar form, as well as sign all associated documents and grant agreement necessary to finalize this agreement.

Financial Impact:

The City of Ellensburg's Water Division will receive grant reimbursement based on final quantities of lease water used, up to \$294,616.96.

Budget Adjustment: Yes

Attachments:

1. 2025 Memorandum of Understanding

Memorandum of Agreement
Regarding
2026 Emergency Drought Relief in the Yakima River Basin

This Memorandum of Agreement (MOA) is made by and between the US Bureau of Reclamation (Bureau), Washington State Department of Ecology Office of Columbia River (OCR), and the City of Ellensburg, Washington (City).

A. Washington State Department of Ecology, by order dated April 8, 2026, declared a statewide drought emergency including the Yakima River Basin. The Department stated that projected water supplies are “likely to fall far short of the state’s summer demand” with hardship conditions for agriculture and fisheries and instream flows.

B. As of August 6, 2026, the Bureau forecasts that the Yakima Project will experience a 58% pro-ration rate of total water supply available (TWSA) for the remainder of the 2026 irrigation season.

C. OCR is coordinating drought relief activities in the Yakima River basin and is administering funding for drought relief contributions.

D. The City holds and has the right to use Certificate of Adjudicated Water Right No. S4-83580-J for diversion of 23.33 cubic feet per second and 6,000 acre-feet per year with priority date May 10, 1905 (the “Water Right”). The City wishes to contribute to regional drought relief by dedicating the Water Right for the benefit of fish and farms.

E. The parties to the MOA seek to work together in good faith, with other Yakima River basin stakeholders and sovereigns, to achieve drought relief on an emergency timetable.

NOW, THEREFORE, the Parties agree as follows:

1. Purpose and Intent. The purpose of this MOA is to enable the Bureau to provide emergency drought relief by using the City’s Water Right in the Yakima Project to mitigate drought impacts in 2026. The Parties intend for this MOA to be effective for the 2026 irrigation season and to terminate no later than December 31, 2026.

2. Roles and Responsibilities of the Parties.

a) The Bureau agrees to use up to the pro-rationed quantity of the Water Right in effect to mitigate drought impacts in 2026.

b) The City agrees to forego the right to divert or use up to the pro-rationed quantity of the Water Right in effect throughout the season in 2026.

c) OCR agrees to fund the City’s Water Right contribution according to the pro-rationing rate applied to the Water Right in the amount of \$100 per acre-foot up to and not to exceed \$294,616.96.

d) The Bureau will provide notice to OCR that that the Water Right was used to mitigate drought impacts and what pro-rationing rate was applied to the Water Right.

e) Upon OCR receiving notice from the Bureau that the Water Right was used to mitigate drought impacts and the applicable pro-ration rate at the time of such use, OCR will issue a one-time grant award in the appropriate amount to the City.

f) The Parties agree that time is of the essence and intend to act with all possible and appropriate speed in carrying out each Party's role and responsibilities.

3. General.

a) All notices and correspondence made in relation to this MOA shall be in electronic form and shall be deemed given when received at the addresses set forth below via electronic mail.

To Bureau: Chad Stuart: cstuart@usbr.gov

To OCR: Larry Mattson: lama461@ecy.wa.gov
With a copy to: keha461@ecy.wa.gov

To City: Ryan Lyyski: lyyskir@ellensburgwa.gov
With a copy to: hornerc@ellensburgwa.gov

b) This MOA may be executed in counterparts, each of which shall be deemed an original and with the same effect as if the Parties had signed the same document.

THEREFORE, the Parties have executed this Memorandum of Agreement as set forth below.

US BUREAU OF RECLAMATION

By: _____
Chad Stuart, Yakima Field Office Manager

Dated: _____

WASHINGTON DEPARTMENT OF ECOLOGY OFFICE OF COLUMBIA RIVER

By: _____
Larry Mattson, Director, Office of Columbia River

Dated: _____

CITY OF ELLENSBURG

By: _____
Heidi Behrends Cerniwey, City Manager

Dated: _____



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

Agenda Subject: Approve Donation of UAS Equipment From Private Citizen
Submitted by: Jim Weed, Captain
Department: Police

Suggested Motion/Action:

Approve donation of UAS equipment to the Ellensburg Police Department.

Background/Summary:

Kathy Cole, a Kittitas County resident, advised her late husband Thomas, was a retired police officer and firefighter. He purchased a DJI Mini 5 unmanned aerial system, along with accompanying equipment. Before it could be flown, Thomas passed away. He gave instructions for her to donate the equipment to the Ellensburg PD.

Previous Council Action:

None

Analysis:

This equipment is ideal for training new pilots and for daylight utilization for public safety missions. Thomas and Kathy's donation has a value of approximately \$2,300 including all equipment. In the effort to train as many personnel as possible on current UAS equipment, this donation will allow us to minimize exposure of our more expensive equipment during the training rigors.

Financial Impact:

This donation will necessitate a \$250 software license for flight logging and FAA registration. This amount is easily absorbed within the existing budget.

Budget Adjustment: No

Attachments:

None



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

Agenda Subject: Project Acceptance-Bid Call 2023-12 Unity Park Construction
Submitted by: Brad Case, Parks & Recreation Director
Department: Parks & Recreation

Suggested Motion/Action:

Accept Bid Call 2023-12 as complete.

Background/Summary:

The construction of Unity Park was completed in July 2026. Bid Call 2023-12 consisted of a base bid which included the general construction of the .5 acre park and construction in the public right of way along with two added alternates: the water feature and paver banding around the perimeter of the park. Staff has received the necessary project closeout paperwork from the contractor and Council is being asked to accept the project as complete.

Previous Council Action:

The Unity Park project has been before the Council numerous times, including designating the property as a future park, the purchase of the property, concept plan adoption, final master plan adoption, authorizing funding through the State and Local Fiscal Recovery Funds (SLFRF) for the design and construction of Unity Park, and project bid award.

Analysis:

The original contract amount for the project was \$2,656,516.00 with the final payment being \$2,645,597.68, with Schedule A finishing below the original contract amount.

Schedule A: Unity Park Construction; original bid amount - \$2,484,528.00

Development of Unity Park, including comfort station, landscaping, stage, concrete plaza, and shade structures.

Schedule B: Construction in the Public Right of Way; original bid amount - \$56,000.00

Add Alternate #1: Water Feature; original bid amount - \$53,116.00

Small, touch panel activated water feature with different settings and water pressure.

Add Alternate #2: Paver Banding; original amount - \$62,872.00

Paver band that helps define the space as a park property, separate from the sidewalk.

Financial Impact:

This project was completed within the budgeted amount.

Budget Adjustment: No

Attachments:

None



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

Agenda Subject: Resolution 2026-17 Approving Goninan Street Tree Removal Request at 504 W 11th Avenue

Submitted by: Kelli Capps, Stormwater / Urban Forestry Tech

Department: Public Works

Suggested Motion/Action:

Adopt Resolution 2026-17, authorizing Scott and Robbi Goninan to remove the designated street trees at 504 W. 11th Avenue.

Background/Summary:

Scott and Robbi Goninan, owners of the property at 504 W. 11th Avenue, are requesting approval to remove one Blue Spruce tree and one Siberian Elm tree (listed as a Willow tree in the request) located along the northern edge of the property within the City right-of-way. The request is based on concerns related to property damage, ongoing maintenance needs, limb failures, crowding of desirable street trees, and the long-term suitability of the existing trees in this location. The property owners have reported that extensive surface root growth has caused damage to the home's foundation and destroyed the private walkway. When the property owners initially inquired about removal, neither tree was listed in the City's tree inventory. A site visit was conducted, and survey pin locations confirmed that both trees are located within the City right-of-way.

Tree Condition:

The Blue Spruce is generally in good condition; however, it contains deadwood and dried debris within the canopy, likely due to lack of maintenance. Many large surface roots are present. The property owners believe these roots are contributing to foundation damage to the home, and the neighboring fence was constructed with a gap to accommodate the large roots. The Blue Spruce is also encroaching onto the neighboring property to the west and is overcrowding a neighboring maple tree, which is an existing desirable street tree. The overcrowding is inhibiting the maple tree's growth.

The Siberian Elm is in declining health and contains deadwood throughout the canopy. The tree also exhibits typical poor branching structure and evidence of previous poor pruning cuts.

City Infrastructure Damage:

None observed.

Tree Maintenance Activity by the City:

None known.

Species Suitability to the Location:

Blue Spruce trees are not approved for planting within the City right-of-way. While this tree appears to be generally healthy, its root system is reportedly causing property damage, and the tree is inhibiting the growth of an existing desirable street tree.

Siberian Elm trees are not approved for planting within the City right-of-way due to their invasive nature, weak wood, and susceptibility to wind damage.

Private Damage Claims Processed by the City:

None known.

Previous Council Action:

None.

Analysis:

The City Arborist supports the proposed removal of both the Blue Spruce and Siberian Elm trees and replacement with an approved street tree.

Removal of the Blue Spruce will provide additional growing space for the neighboring maple tree, helping to maintain its health and reduce competition. Removal may also reduce ongoing maintenance needs and potential repairs associated with reported damage to the home and private walkway. Shade and needles falling from the tree are also limiting the establishment of other desirable plants under the tree. The property owner has proposed planting an approved replacement tree that is better suited to the size of the lot and available planting space. A deposit is required with the tree removal permit and will be refunded with proof of planting of the replacement street tree.

The Siberian Elm is an undesirable species and is included on the City's "do not plant" list. Due to its declining condition, poor structure, and unsuitability as a right-of-way tree, removal is appropriate. As proposed, there is not sufficient space to plant a replacement tree for the Siberian Elm within the right-of-way.

Financial Impact:

There is no financial impact to the City. All costs associated with tree removal, stump grinding, and replacement tree planting will be borne by the applicant.

Budget Adjustment: No

Attachments:

1. 504 W 11th Ave Goninan Tree Removal Request
2. 504 W 11th Ave Goninan Site Photos
3. Pre Tree Removal Site Plan- 504 W 11th
4. Post Tree Removal site plan- 504 W 11th
5. Resolution 2026-17 504 W 11th Avenue Goninan Street Tree Removal

Dear Members of the Ellensburg City Council,

I am writing to respectfully request permission to remove two trees located on our property—a Blue Spruce and a Willow tree—that have recently been identified as designated street trees. When we contacted the City to inquire about obtaining a permit for tree removal, we learned for the first time that these trees were considered street trees. Because they were not identified on the City's street tree inventory, Ms. Capps conducted a site visit to make an official determination.

Following the site visit, Ms. Capps shared that the City Arborist determined that the Blue Spruce is currently healthy, while also recognizing that the trees are overgrown for the available space and lot size, have dead limbs, and agrees with the removal. We have also spoken with our neighbor to the west, who shares our concerns about the trees and has noted that their size and growth appear to be affecting the growth of his the street tree on his property, a maple.

Our primary concern is the safety of our home, our neighbors, and the surrounding property. The trees' size and location have already contributed to damage to our home's roof, foundation, as well as the walkway on the property. The branches also extend onto our western neighbor's property. Given the size of the trees, we are concerned that significant limb failure or damage to either tree during a windstorm could result in substantial damage to our home, neighboring properties, or other surrounding infrastructure.

Our homeowner's insurance company has also identified the tree as a hazard, which has added to our concerns about the potential risk. We understand that the City has its own requirements and responsibilities regarding designated street trees, and we want to work within that process to find an appropriate solution. At the same time, as the current property owners, we feel it is important to address the concerns associated with the trees before a more serious incident occurs.

With these considerations in mind, we respectfully request permission to remove both designated street trees—the Blue Spruce and the Willow tree. We believe removal is the best option for addressing the existing safety and property concerns, and we are committed to working cooperatively with the City throughout the process. We are also willing to discuss an appropriate replacement tree plan or other mitigation measures that the City may recommend.

For context, we have included a map of the property along with photographs of the trees and the areas of concern, two site plans (pre and post tree removal). In the site plans, I've identified where we believe the sidewalk is or will be after removal of the trees, this location

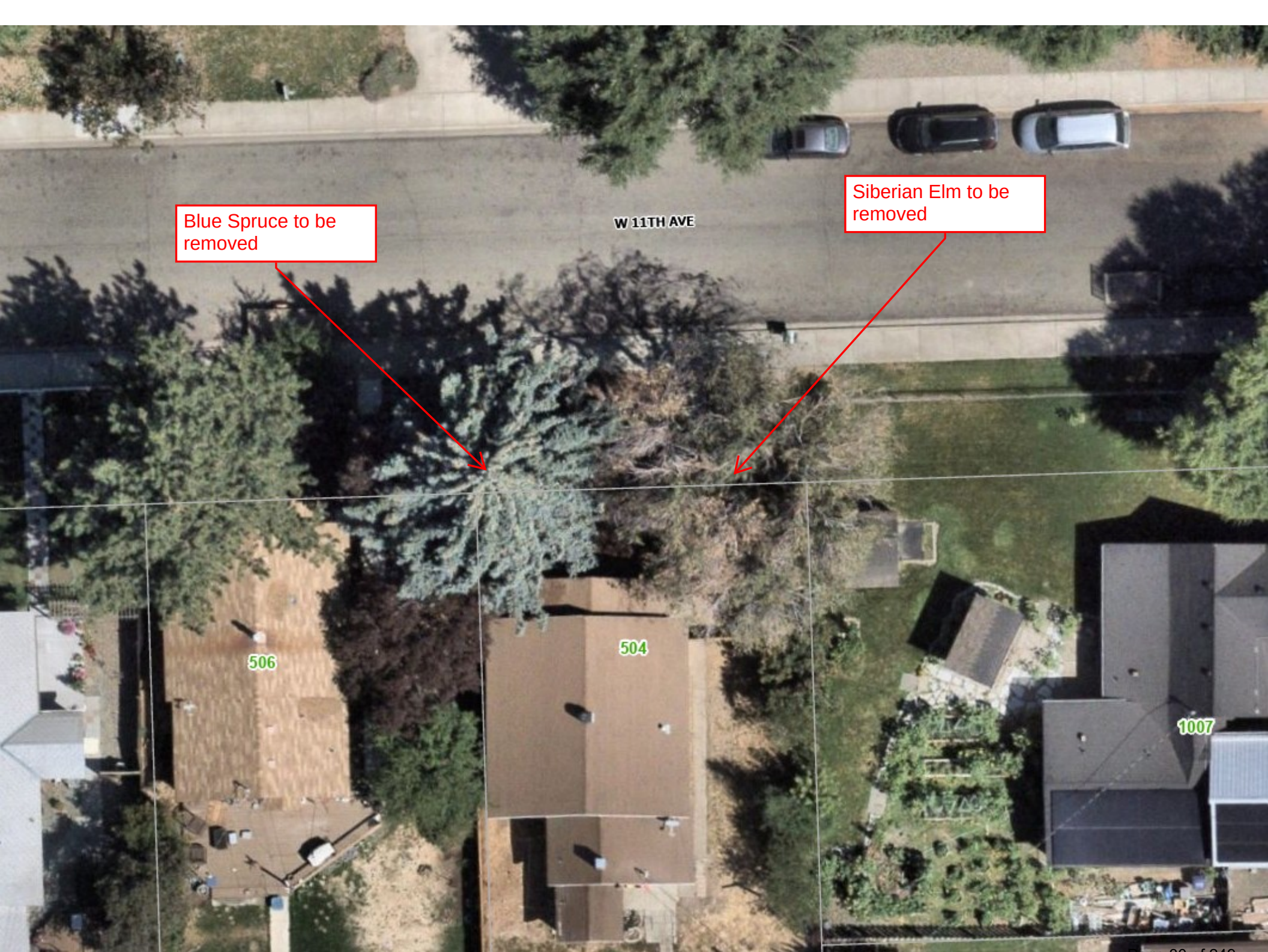
is tentative. We hope these materials will be helpful in providing a clearer picture of the trees' size, location, and current impact on the property.

Thank you for taking the time to consider our request.

Sincerely,

Scott & Robbi Goninan

504 W. 11th Avenue



Blue Spruce to be removed

Siberian Elm to be removed

W 11TH AVE

506

504

1007

1008

Siberian Elm to be removed

Blue Spruce to be removed

Shade and needles limit establishment of other desirable plants

Neighboring Maple that is being overcrowded

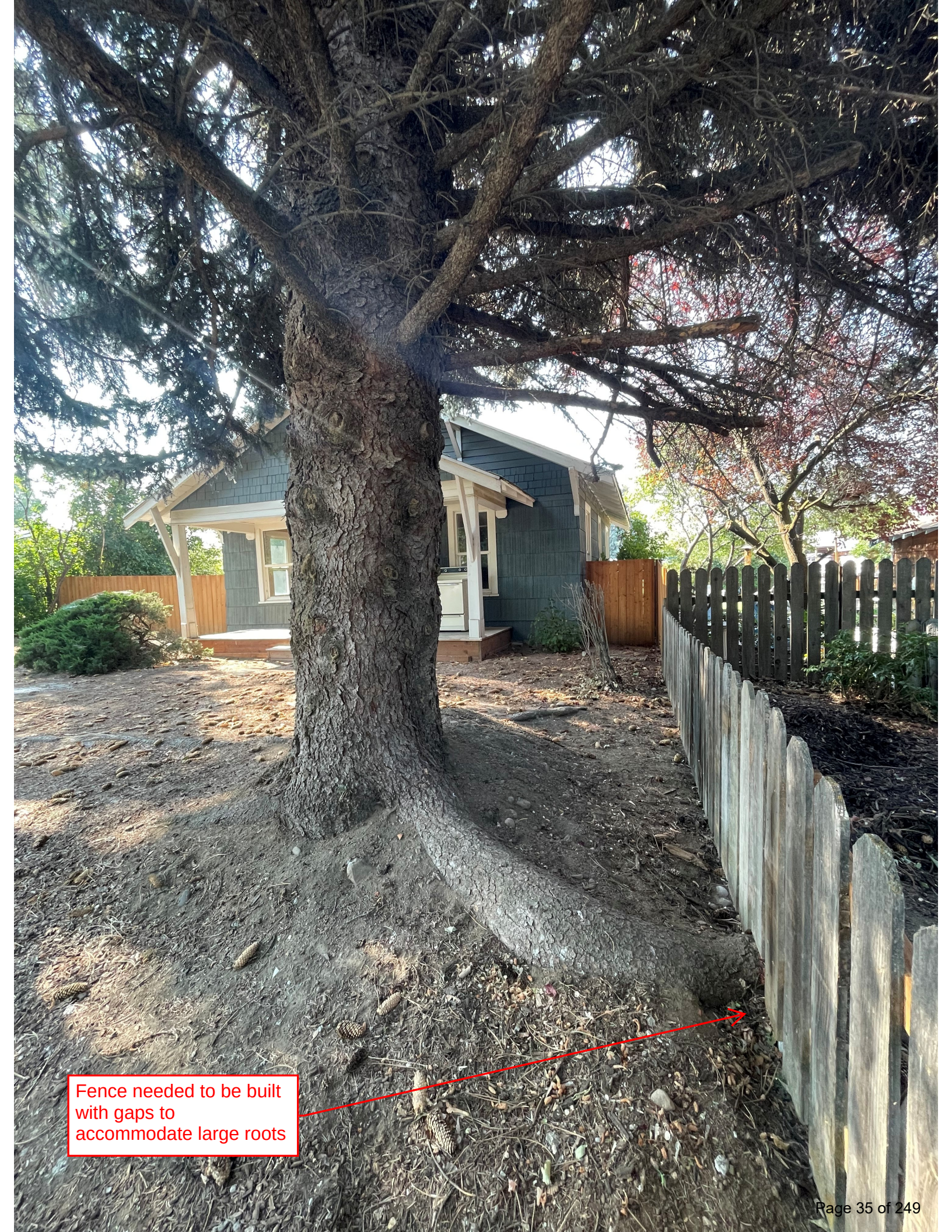


Blue Spruce is crowding and inhibiting the growth of an existing maple tree, which is a desired street tree

A photograph of a large, mature Blue Spruce tree. The tree's trunk is thick and covered in rough, greyish-brown bark. Numerous branches extend from the trunk, some bearing dense clusters of green needles, while others are bare and appear as a complex network of thin, brown, dried branches. A red arrow originates from a text box at the bottom left and points upwards into the interior of the tree's canopy, specifically towards a cluster of these dried branches. In the background, other green trees and a portion of a building with a grey roof are visible under a clear sky.

Interior of Blue Spruce canopy contains large amounts of dried debris and deadwood





Fence needed to be built
with gaps to
accommodate large roots

Deadwood throughout
canopy, frequent
dropping of branches

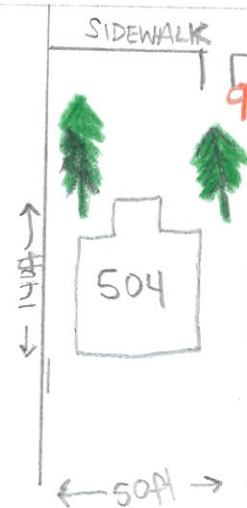


N

Pre Tree Removal Site Plan

W. 11th Ave

OKANDOGAN ST.



 = trees to be removed

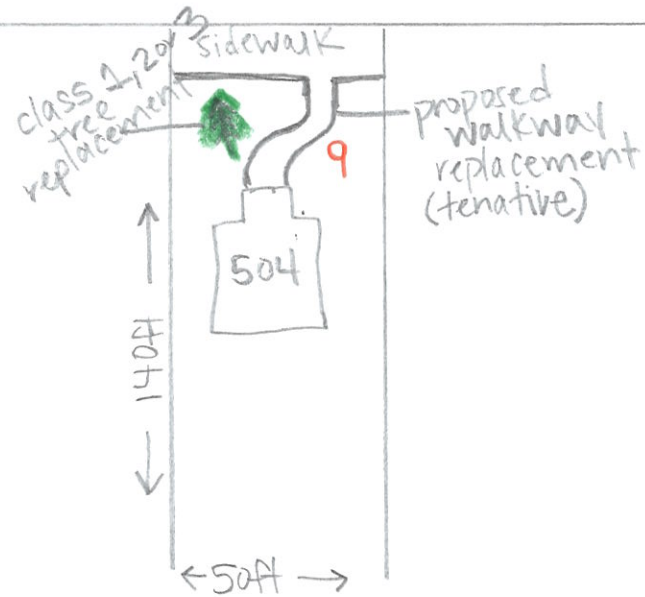
 = basketball hoop

N

Post Tree Removal Site Plan

W. 11th Ave

OKANOGAN ST.



9 = basketball
hoop

🌲 = class 1, 2 or 3
replacement
tree

RESOLUTION NO. 2026-17

A RESOLUTION of the Ellensburg City Council authorizing Scott and Robbi Goninan to remove two street trees located at 504 W 11th Avenue.

WHEREAS, ECC 4.36.380 requires that any person, firm or corporation may apply for the removal of street trees, subject to city council approval, under such conditions and requirements as set forth in the Ellensburg City Code;

WHEREAS, Scott and Robbi Goninan have requested permission to remove two street trees;

WHEREAS, the City Arborist has reviewed the condition of the trees and the proposed replanting of the tree, and recommends the City Council authorize the removal and replacement of the trees;

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

Section 1. Scott and Robbi Goninan are authorized to remove two street trees located at 504 W 11th Avenue. Approval is conditioned upon Scott and Robbi Goninan first receiving a Street Tree Permit and Public Works Permit from the City of Ellensburg Public Works Department for removal of the trees at Scott and Robbi Goninan's expense including removal of the stumps, and replanting one street tree from the City's Street Tree List in the City right of way in an approved location, within one year.

Section 2. A \$400 refundable deposit shall be posted prior to the issuance of the Street Tree Permit to assure replacement of the tree.

Section 3. Removal of the stump shall be done within 30 days of the removal of the tree.

ADOPTED by the City Council of the City of Ellensburg this August 17, 2026.

MAYOR

ATTEST: _____
CITY CLERK



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

Agenda Subject: Resolution 2026-18 Approving Carlson Street Tree Removal Request at 108 S Sampson Street
Submitted by: Kelli Capps, Stormwater / Urban Forestry Tech
Department: Public Works

Suggested Motion/Action:

Adopt Resolution 2026-18, authorizing Allisa Carlson to remove the designated street trees at 108 S Sampson Street.

Background/Summary:

Allisa Carlson, the property owner at 108 S Sampson Street, has requested the removal of two Siberian Elm trees located within the right-of-way on the western edge of her property. The request is based on concerns related to the urban trees age, structural integrity, historic limb failures, undesirable traits, and long-term suitability of the existing trees in this location. Allisa has worked as a licensed landscape architect and understands the value of maintaining a healthy urban forest. After the removal, she intends to replace the Siberian Elm trees with an approved species better suited to the site and neighborhood.

Tree Condition:

Overall, both Siberian Elm trees appear to be in good condition with some areas of deadwood and branch failure. Both trees have co-dominant stems which increase the possibility of scaffold branch failure under wind and/or snow loading events.

City Infrastructure Damage:

None observed.

Tree Maintenance Activity by the City:

None known.

Species Suitability to the Location:

Siberian Elm trees are not approved for planting within the City right-of-way due to their invasive nature, weak wood, and susceptibility to wind damage. The site location is on a designated school walking route near both a middle school and elementary school. This species isn't well suited for an area that has frequent pedestrian traffic and parked vehicles.

Private Damage Claims Processed by the City:

None known.

Previous Council Action:

None.

Analysis:

The City Arborist supports the proposed removal and replacement of both Siberian Elm trees. Due to their poor structure and unsuitability as a right-of-way tree, removal is

appropriate. This will allow room to plant desirable species and promote the gradual replacement of over-mature trees along that block.

Financial Impact:

There is no financial impact to the City. All costs associated with tree removal, stump grinding, and replacement tree planting will be borne by the applicant.

Budget Adjustment: No

Attachments:

1. 108 S Sampson Street Carlson Tree Removal Request
2. 108 S Sampson Street Carlson Site Photos
3. Resolution 2026-18 108 S Sampson Street Carlson Street Tree Removal

Dear City of Ellensburg,

I am requesting permission to remove the two Siberian elm street trees located on/adjacent to my property at 108 S. Sampson Street, Ellensburg, WA 98926.

Based on their size and age of my house, I believe these trees are approximately 75–85 years old and are approaching or exceeding the typical lifespan for Siberian elms. As these trees have aged, I have become increasingly concerned about their structural integrity. During a recent windstorm, one of the trees dropped a medium-sized branch, reinforcing my concerns about the potential risk to people, my home, neighboring property, and the public right-of-way.

In addition to the safety concerns, Siberian elm is generally considered an undesirable street tree due to its weak wood, susceptibility to storm damage as it ages, and tendency to spread aggressively through volunteer seedlings. While I appreciate the important role that street trees play in our community, I believe these particular trees have reached the point where replacement would better serve the neighborhood over the long term.

I previously worked as a licensed landscape architect and understand the value of maintaining a healthy urban forest. My intent is not simply to remove these trees, but to replace them with species that are better suited to the site and that will provide long-term benefits for the neighborhood. I am committed to planting replacement trees in accordance with the City's requirements.

Thank you for considering my request. Please let me know if you would like to inspect the trees or if any additional information is needed. I appreciate your time and look forward to hearing about the next steps in the process.

Sincerely,

Allisa Carlson
108 S. Sampson Street
Ellensburg, WA 98926
allisamae@gmail.com
206-697-3919



Siberian Elm
locations in proximity
to designated school
walking routes

Middle School

Elementary School









This entire block is primarily Siberian Elm trees. Approval to remove will promote the gradual replacement of over-mature trees with a desirable species

RESOLUTION NO. 2026-18

A RESOLUTION of the Ellensburg City Council authorizing Alissa Carlson to remove two street trees located at 108 S Sampson Street.

WHEREAS, ECC 4.36.380 requires that any person, firm or corporation may apply for the removal of street trees, subject to city council approval, under such conditions and requirements as set forth in the Ellensburg City Code;

WHEREAS, Alissa Carlson has requested permission to remove two street trees;

WHEREAS, the City Arborist has reviewed the condition of the trees and the proposed replanting of the trees, and recommends the City Council authorize the removal and replacement of the trees;

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

Section 1. Alissa Carlson is authorized to remove two street trees located at 108 S Sampson Street. Approval is conditioned upon Alissa Carlson first receiving a Street Tree Permit and Public Works Permit from the City of Ellensburg Public Works Department for removal of the trees at Alissa Carlson's expense including removal of the stumps, and replanting two street trees from the City's Street Tree List in the City right of way in an approved location, within one year.

Section 2. A \$600 refundable deposit shall be posted prior to the issuance of the Street Tree Permit to assure replacement of the trees.

Section 3. Removal of the stump shall be done within 30 days of the removal of the tree.

ADOPTED by the City Council of the City of Ellensburg this August 17, 2026.

MAYOR

ATTEST: _____
CITY CLERK



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

Agenda Subject: City of Ellensburg Aquifer Storage and Recovery (ASR)
Feasibility Study Completion

Submitted by: Rebecca Springer, Water Resources Manager

Department: Public Works

Suggested Motion/Action:

Move to authorize the City Manager to sign (as attached or in substantially similar form), both the FY 25-27 Water Resources Yakima Basin Integrated Planning Grant Agreement with the Washington State Department of Ecology (DOE) and the Consulting Services Agreement with Groundwater Solutions, Inc. (GSI) to complete the City of Ellensburg Aquifer Storage and Recovery (ASR) Feasibility Study.

Move to authorize the Finance Director to increase the Water budget revenue in accordance with the grant award, and to increase the Water budget expenditure in accordance with the Consulting Services Agreement.

Background/Summary:

The Yakima Basin Integrated Planning (YBIP) grant program, administered by the DOE's Office of Columbia River, provides funding to support projects that advance the YBIP 30-year, consensus-based effort to ensure sustainable water supplies for families, farms, and fish in the Yakima River Basin. The program addresses water supply challenges, including drought, climate change, and competing needs for irrigation, municipal use, and fish habitat.

The City is evaluating the feasibility of developing an ASR program to secure municipal water supply and improve seasonal groundwater discharge to the Yakima River. An ASR pre-feasibility study conducted in 2021 under agreement no. WRYBIP-2123-EllePW-00022 identified ASR as a potential means of benefiting the City and the Yakima Basin Integrated Plan (YBIP) by increasing Total Water Supply Availability, securing municipal water supply, enhancing instream flows, improving watershed functions and fish habitat conditions, and/or mitigating for other water withdrawals.

Previous Council Action:

In 2021, Council approved Grant Agreement WRYBIP-2123-EllePW-00022 in the amount of \$20,000 (no match) for completion of an ASR Pre-Feasibility Study. This Pre-Feasibility Study was completed in November of 2021.

In 2022, Council approved Grant Agreement WRYBIP-2123-EllePW-00028 in the amount of \$300,000 (no match) for completion of the subsequent ASR Feasibility Study.

Analysis:

In mid-2025, the City became aware that the consultant handling the 2022 ASR Feasibility Study had several unfinished scope of work tasks still needing completion pursuant to the 2022 YBIP Grant Agreement. The City's Water Resources Manager worked closely with Ecology to develop a path forward with a different consultant that retained the 2022 funding, and ensured completion of the unfinished scope of work tasks.

To support the City in completing the Feasibility Study, Ecology offered additional funding to offset a portion of the costs of completing the study using a different consultant. In early 2026, following the termination of the previous consultant's contract, the City engaged GSI to identify the data gaps between previously completed work and the obligations listed in the 2022 YBIP Grant Agreement. Ecology, the City, and GSI have collaboratively developed the proposed scope of work to move the City's ASR Feasibility Study toward completion.

Financial Impact:

This grant award increases the 2026 Water revenue budget by \$186,000.00. No match is required for this funding allocation. However, City-supported funding of \$300,000.00, proposed in the 2027-2028 budget, will be required to complete this study and fulfill the obligations of our 2022 grant agreement.

Staff request authorization for the Finance Director to increase the Water budget revenue by \$186,000 in accordance with the grant award, and to increase the Water budget expenditure by \$486,000 in accordance with the Consulting Services Agreement.

Please note that, because the contract spans two budget bienniums, the Consulting Services Agreement includes a cost breakdown by phase for budgetary purposes. Work identified for the 2027–2028 biennium is contingent upon City Council approval of the 2027–2028 budget.

Please also note that the total project cost identified in the Consulting Services Agreement (\$414,965.00) differs from the total project cost identified in the Ecology Grant Agreement (\$486,000.00). This is because the City elected to contract separately with the analytical laboratory for the water quality analyses associated with this project, eliminating the standard 15% markup that would otherwise be included in the consultant contract.

Budget Adjustment: Yes

Attachments:

1. GSI Water Solutions-PSA for ASR Feasibility Completion Project-CC
2. Exhibit A-GSI Water Solutions-SOW-ASR Feasibility Study Phase 1-CC
3. Eburg ASR EAGL Agreement Template_8.13.26_CC Version
4. Council Project Cost Breakdown for Agenda Report

**AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN THE CITY OF ELLENSBURG
AND
GSI WATER SOLUTIONS, INC.**

**RELATING TO: City of Ellensburg Aquifer Storage and Recovery (ASR)
Feasibility Study (FS) – Phase 1**

THIS COST PLUS FIXED FEE AGREEMENT (“Agreement”) is made and entered into this 18th day of August, 2026 (“Effective Date”), by and between THE CITY OF ELLENSBURG, a non-charter code city of the State of Washington (hereinafter called the “CITY”) and GSI WATER SOLUTIONS, INC., a Corporation authorized to do business in the state of Washington (hereinafter called the “CONSULTANT”).

1. RECITALS.

1.1. The CITY and the CONSULTANT previously entered into an Agreement for Professional Services for an Aquifer Storage and Recovery (ASR) Feasibility Study Completion Review and Data Gaps Assessment project dated December 4, 2025.

1.2. The CITY desires to obtain professional services from the CONSULTANT under this new Agreement for work related to the completion of phase 1 of the CITY’s aquifer storage and recovery (ASR) feasibility study and the development of a preliminary reservoir permit application for ASR pilot testing (Project).

1.3. The CITY has solicited for such professional services as required by law, including RCW Chapter 39.80 if applicable by performing a competitive consultant solicitation and selected the CONTRACTOR from the Municipal Research and Services Center’s (“MRSC”) Consultant Roster.

1.4. CONSULTANT represents that it is available and able to provide qualified personnel and facilities necessary for the work and services contemplated herein, and can accomplish the work and services within the required time period and in accordance with CITY’s specifications, Washington State Department of Ecology (as applicable), and professional standards.

1.5. CONSULTANT agrees to perform the work and services specified herein in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the above representations and the terms, conditions, covenants, and agreements set forth below, the parties hereto agree as follows:

2. SCOPE OF WORK.

2.1. The scope of professional services to be performed and the results to be achieved by the CONSULTANT shall be as detailed in the attached Exhibit A and shall include all services and material necessary to accomplish the work ("Services").

2.2. The CITY may review the CONSULTANT'S work product, and if it is not satisfactory, the CONSULTANT shall make such changes as may be required by the CITY. Such changes shall not constitute "Extra Work" as related in Section 15 of this Agreement.

2.3. The CONSULTANT agrees that all services performed under this Agreement shall be in accordance with the standards of the profession and in compliance with applicable federal, state and local laws.

2.4. The Scope of Work may be amended upon written approval of both parties.

3. TIME OF PERFORMANCE. The CONSULTANT may begin work upon the Effective Date of this Agreement by both parties, or the CITY's issuance of a Notice to Proceed, whichever is applicable, and the duration of the Agreement shall extend through July 31, 2028. The work shall be completed in accordance with the schedule set forth in the attached Exhibit A.

4. PAYMENT. The CITY shall pay the CONSULTANT as set forth in this Section of the Agreement. Such payment shall be full compensation for work performed, services rendered, and all labor, materials, supplies, equipment and incidentals necessary to complete the work.

4.1. Payment shall be on the basis of the CONSULTANT'S standard billing rates multiplied by the actual hours worked, cost for actual labor, overhead and profit plus CONSULTANT's direct non-salary reimbursable costs for cost plus fixed fee agreements or based on percentage of completed work for lump sum agreements, as set forth in the attached Exhibit A.

4.2. The CONSULTANT shall submit invoices to the CITY on a monthly basis. Invoices shall detail the work, hours, employee name, and hourly rate; shall itemize with receipts and invoices the non-salary direct costs; shall indicate the specific task or activity in the Scope of Work to which the costs are related; and shall indicate the cumulative total for each task.

4.3. The CITY shall review the invoices and make payment for the portion of the Project or tasks that have been completed less the amounts previously paid.

4.4. The CONSULTANT invoices are due and payable within 30 days of receipt. In the event of a disputed billing, only the disputed portion will be withheld from payment.

4.5. Final payment for the balance due to the CONSULTANT will be made after the completion of the work and acceptance by the CITY.

4.6. Payment for "Extra Work" performed under Section 15 of this Agreement shall be as agreed to by the parties in writing.

4.7. The CITY may desire to establish a Management Reserve Fund to provide the Agreement Administrator with the flexibility to authorize additional funds to the Agreement for allowable unforeseen costs, or reimbursing the CONSULTANT for allowable unforeseen costs, or reimbursing the CONSULTANT for additional work beyond that already defined in this Agreement. Such authorization(s) shall be in writing and shall not exceed the lesser of \$15,000 or 10% of the Maximum Compensation as shown in Section 5 of this Agreement. The amount included for the Management Reserve Fund is \$15,000.00. This fund may not be replenished. Any changes requiring additional costs in excess of the Management Reserve Fund shall be made in accordance with Section 15 – Extra Work.

5. MAXIMUM COMPENSATION.

5.1. The CONSULTANT's total compensation and reimbursement under this Agreement, including travel costs, labor, direct non-salary reimbursable costs and outside services, shall not exceed the maximum sum of \$414,965.00. This amount is the maximum amount to be paid under this Agreement and shall not be exceeded without prior written authorization from CITY in the form of a negotiated and executed amendment of this Agreement. The CITY will reimburse CONSULTANT for mileage expenses for travel completed at the request of the CITY. Mileage reimbursements will be subject to state and federal law, including Washington State Office of Financial Management (WA OFM) mileage rates applicable to Washington State agencies. Unless otherwise provided herein, CONSULTANT shall be solely responsible for CONSULTANT'S other travel and related expenses.

5.2. The budget for each task is as set forth in the attached Exhibit A. Budgets for task(s) may be modified upon mutual agreement between the two parties, but in any event, the total payment to CONSULTANT shall not exceed the maximum amount per Section 5.1 above.

6. RELATIONSHIP OF PARTIES.

6.1. The relationship created by this Agreement is that of owner-independent contractor. Neither the CONSULTANT nor CONSULTANT's employees are employees of the CITY and are not entitled to the benefits provided by the CITY to its employees. The CONSULTANT, as an independent contractor, has the authority to control and direct the performance of the details of the services to be provided. No employee, agent, representative or subconsultant of CONSULTANT shall be or shall be deemed to be the employee, agent representative or subconsultant of the CITY. The

CONSULTANT shall assume full responsibility for all wages, along with any Federal, State, and local taxes or contributions imposed or required, including, but not limited to, unemployment insurance, Social Security, and income tax, payable as a result of work performed under this Agreement.

6.2. Employees of the CONSULTANT, while engaged in the performance of any work or services under this Agreement, shall be considered employees of the CONSULTANT only and not of the CITY, and claims that may arise under the Workman's Compensation Act on behalf of said employees while so engaged, and any and all claims made by a third party as a consequence of any negligent act or omission on the part of the CONSULTANT'S employees while so engaged, on any of the work or services provided to be rendered herein, shall be the sole obligation and responsibility of the CONSULTANT. On or before the Effective Date, CONSULTANT shall file, maintain and/or open all necessary records with the Internal Revenue Service and the State of Washington, and as may be required by RCW 51.08.195, to establish CONSULTANT's status as an independent contractor.

7. WORK PRODUCT AND DOCUMENTS.

7.1. The work product and all documents produced under this Agreement shall be furnished by the CONSULTANT to the CITY, and upon completion of the work shall become the property of the CITY, for use without restriction and without representation as to suitability for reuse by any other party unless specifically verified or adapted by the CONSULTANT, except that the CONSULTANT may retain one copy of the work product and documents for its records. The CONSULTANT will be responsible for the accuracy of the work, even though the work has been accepted by the CITY.

7.2. In the event that the CONSULTANT shall default on this Agreement or in the event that this Agreement shall be terminated prior to its completion as herein provided, all work product of the CONSULTANT, along with a summary of work as of the date of default or termination, shall become the property of the CITY. Upon request, the CONSULTANT shall tender the work product and summary to the CITY. Tender of said work product shall be a prerequisite to final payment under this Agreement. The summary of work done shall be prepared at no additional cost to the CITY.

7.3. CONSULTANT will not be held liable for reuse of documents produced under this Agreement or modifications thereof for any purpose other than those authorized under this Agreement without the written authorization of CONSULTANT.

8. ACCESSIBILITY. If this Agreement involves any digital deliverables, including but not limited to PDFs and/or videos, CONSULTANT will ensure that all digital deliverables meet the Web Content Accessibility Guidelines (WCAG) Version 2.1, Level AA, which is the technical standard for state and local governments' web content and mobile apps, as required by the Department of Justice's final rule updating its regulations for Title II of the Americans with Disabilities Act.

9. RECORDS. As a public agency, the CITY is subject to the Public Records Act, Chapter 42.56 RCW (the "Act"). To the extent that CONSULTANT keeps records that are deemed public records and are needed for the CITY to respond to a request under the Act, as determined by the CITY, CONSULTANT agrees to make them promptly available to the CITY. Pursuant to Chapter 40.14 RCW, CONSULTANT shall retain records associated with this Agreement in accordance with the applicable retention schedule. CONSULTANT also agrees to indemnify and hold the CITY harmless from any claims or losses caused by CONSULTANT'S failure to make records available to the CITY as provided in this Agreement.

10. DATA SECURITY; SYSTEM ACCESS

For purposes of this Agreement, "Confidential Information" includes, but is not limited to, information that is deemed confidential under federal or state law, personal information as defined in RCW 42.56.590, as well as any information identified, in writing, by the CITY as confidential or protected.

CONSULTANT's use of Confidential Information will be in compliance with all applicable state and federal law. The CITY reserves the right to monitor, audit, and/or investigate CONSULTANT's use of Confidential Information used, collected, or acquired pursuant to this Agreement.

CONSULTANT shall: (i) hold Confidential Information in strictest confidence and not make use of Confidential Information for any purpose other than the performance of this Agreement; (ii) release Confidential Information only to authorized employees or agents requiring such information for the purpose of performing this Agreement and who have executed an appropriate nondisclosure agreement or data sharing agreement as approved by CITY; (iii) implement and maintain physical, electronic, and managerial safeguards to prevent unauthorized access to Confidential Information including, but not limited to, storing Confidential Information on secure servers with access to the data strictly controlled and limited to staff with appropriate training and clearance; and (iv) ensure that all Confidential Information is encrypted in transmission from and to CONSULTANT, at rest in the data base or other data facility maintained or used by CONSULTANT, and when transmitted to authorized recipients.

If the Agreement involves CITY's Data and/or access to CITY's IT network, CONSULTANT, at its expense, will comply with the data security requirements of the CITY's System Access and Confidential Information Agreement.

CONSULTANT shall not use or disclose any non-public information concerning the CITY, or information which may be classified as confidential, for any purpose not directly connected with the administration of this Agreement, except with prior written consent of CITY, or as may be required by law.

11. NONDISCRIMINATION. The CONSULTANT shall conduct its business in a manner, which assures fair, equal and non-discriminatory treatment of all persons, in

particular:

11.1. The CONSULTANT shall maintain open hiring and employment practices and will welcome applications for employment in all positions, from qualified individuals who are members of minorities protected by federal equal opportunity/affirmative action requirements; and,

11.2. The CONSULTANT shall comply with all requirements of applicable federal, state or local laws or regulations issued pursuant thereto, relating to the establishment of non-discriminatory requirements in hiring and employment practices and assuring the service of all persons without discrimination as to any person's race, creed, color, religion, national origin, status as a military veteran, marital status, gender, sexual orientation, disability or other legally protected classification.

12. SUBCONTRACTING.

12.1. The CONSULTANT shall not sublet or assign any of the work covered by this Agreement without the written consent of the CITY.

12.2. In all solicitation either by competitive bidding or negotiation made by the CONSULTANT for work to be performed pursuant to a subcontractor, including procurement of materials and equipment, each potential subconsultant or supplier shall be notified by the CONSULTANT of CONSULTANT's obligations under this Agreement, including the nondiscrimination requirements.

12.3. In the event CONSULTANT elects to utilize subcontractors to perform work and/or services under this Agreement, and such subcontracting is approved by the CITY, CONSULTANT shall: (i) incorporate CONSULTANT's responsibilities under this Agreement into its subcontracts, (ii) be fully responsible for the performance of any such subcontractors, and (iii) ensure that subcontractors comply with each, and every CONSULTANT obligation set forth in this Agreement.

12.4. In performing this Agreement, the CONSULTANT shall not subcontract with or employ any CITY employee without the CITY's written consent.

13. SUPERVISION, INSPECTION AND PERFORMANCE.

13.1. Even though CONSULTANT is an independent contractor with the authority to control and direct the performance and details of the Services, the Services must meet the approval of CITY and shall be subject to CITY's general right of inspection and supervision to secure the satisfactory completion of this Agreement.

13.2. CONSULTANT represents that it has or will obtain all personnel necessary to perform the Services and that such personnel shall be qualified, experienced, and licensed as may be necessary or required by applicable laws and regulations to perform the Services. All Services shall be performed by CONSULTANT,

its employees, or by subconsultants whose selection has been authorized by CITY; provided that CITY's authorization shall not relieve CONSULTANT or its subconsultants from any duties or obligations under this Agreement, or at law, to perform the Services in a satisfactory and competent manner. CONSULTANT shall ensure that all contractual duties, requirements and obligations that CONSULTANT owes to CITY shall also be owed to CITY by CONSULTANT's subconsultants retained to perform the Services.

13.3. CONSULTANT shall be responsible for the professional quality, technical adequacy, accuracy, timely completion, and coordination of the Services and all plans, designs, drawings, specifications, reports, and other work performed pursuant to this Agreement. CONSULTANT shall perform the Services in accordance with the standard of care of its profession in the same or similar localities at the time Services are performed. CONSULTANT shall be responsible for the professional standards, performance, and actions of all persons and firms performing the Services under this Agreement. CONSULTANT shall, without additional compensation, correct any specific breach of a contractual obligation in the Services and revise any errors or omissions in any plans, designs, drawings, specifications, reports, and other products prepared under this Agreement.

14. CHANGES IN WORK. Other than changes directed by the CITY as set forth in Section 2 above, either party may request changes in the scope of work. Such changes shall not become part of this Agreement unless and until mutually agreed upon and incorporated herein by written amendments to this Agreement executed by both parties.

15. EXTRA WORK. The CITY may desire to have the CONSULTANT perform work or render services in connection with this Project, in addition to the Scope of Work set forth in Exhibit A and minor revisions to satisfactorily completed work. Such work shall be considered as "Extra Work" and shall be addressed in a written supplement to this Agreement. The CITY shall not be responsible for paying for such extra work unless and until the written supplement is executed by both parties.

16. TERMINATION.

16.1. The CITY may terminate this Agreement in whole or in part whenever the CITY determines, in its sole discretion that such termination is in the best interests of the CITY, upon not less than ten (10) days' written notice to the CONSULTANT. Written notice will be by certified mail sent to the consultant's designated representative at the address provided by the CONSULTANT. If this Agreement is terminated in its entirety by the CITY for its convenience, the CITY shall pay the CONSULTANT for satisfactory Services performed through the date of termination, but no amount shall be allowed for anticipated profit on unperformed Services or other work.

16.2. The CITY may terminate this Agreement, in whole or in part and at any time, in writing if CONSULTANT substantially fails to fulfill any or all of its material obligations through no fault of CITY. If CITY terminates all or part of this Agreement for default, CITY shall determine the amount of Services satisfactorily performed to the

date of termination and the amount owing to CONSULTANT using the criteria set forth below; provided that (a) no amount shall be allowed for anticipated profit on unperformed Services or other work, and (b) any payment due to CONSULTANT at the time of termination may be adjusted to the extent of any additional costs CITY incurs or will incur because of CONSULTANT's default. In such event, CITY shall consider the actual costs incurred by CONSULTANT in performing the Services to the date of termination, the amount of Services originally required which was satisfactorily completed to the date of termination, whether the Services or deliverables were in a form or of a type which is usable and suitable to CITY at the date of termination, the cost to CITY of either completing the Services itself or employing another firm to complete the Services in addition to the inconvenience and time which may be required to do so, and other factors which affect the value to CITY of the Services performed to the date of termination. Under no circumstances shall payments made under this provision exceed the Schedule of Charges. This provision shall not preclude CITY from filing claims and/or commencing litigation to secure compensation for damages incurred beyond that covered by withheld payments.

16.3. In the event this Agreement is terminated prior to the completion of the work, a final payment shall be made to the CONSULTANT, which, when added to any payments previously made, shall compensate the CONSULTANT for the portion of work completed. Whenever the Agreement is terminated in accordance with this Section 16, the CONSULTANT shall be entitled to payment for actual work performed up to the termination date. Upon such termination, whether for convenience or default, an equitable adjustment in the Agreement price will be made by the CITY for partially completed items of work, but such adjustment shall not include provision for loss of anticipated profit on deleted or uncompleted work. Termination under this Section 16 shall not constitute a breach of the Agreement by the CITY.

17. INDEMNIFICATION/HOLD HARMLESS.

17.1. CONSULTANT shall defend, indemnify and hold the CITY, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the CONSULTANT in performance of this Agreement, except for injuries and damages caused by the sole negligence of the CITY.

However, should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the CONSULTANT and the CITY, its officers, officials, employees, and volunteers, the CONSULTANT's liability, including the duty and cost to defend, hereunder shall be only to the extent of the CONSULTANT's negligence.

17.2. It is further specifically and expressly understood that the indemnification provided herein constitutes the CONSULTANT's waiver of immunity under Industrial

Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

17.3. The provisions of this Section shall survive the expiration or termination of this Agreement. Further, the indemnity obligations shall extend to claims that are not reduced to a suit and to any claims that may be compromised prior to the culmination of any litigation or the institution of any litigation. Inspection, acceptance or payment by CITY of or for any Services performed by CONSULTANT shall not be grounds for avoidance of any Indemnity Obligations.

18. INSURANCE.

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

18.2. CONSULTANT'S maintenance of insurance as required by the Agreement shall not be construed to limit the liability of the CONSULTANT to the coverage provided by such insurance, or otherwise limit the CITY'S recourse to any remedy available at law or in equity.

18.3. Minimum Scope of Insurance. CONSULTANT shall obtain insurance of the types described below:

18.3.1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contract liability coverage; and,

18.3.2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, and personal injury and advertising injury. The CITY shall be named or added as an additional insured under the CONSULTANT's Commercial General Liability insurance policy using ISO endorsement form CG 20 26, or coverage at least as broad; and,

18.3.3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington; and

18.3.4. Professional Liability insurance appropriate to the CONSULTANT's profession.

18.4. Minimum Amounts of Insurance. CONSULTANT shall maintain the following insurance limits:

18.4.1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.

18.4.2. Commercial General Liability insurance shall be written with limits no less than \$2,000,000 each occurrence, \$2,000,000 general aggregate.

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

18.5. Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability and Commercial General Liability insurance:

18.5.1. The CONSULTANT's insurance coverage shall be primary insurance with respect to the CITY. Any insurance, self-insurance, or insurance pool coverage maintained by the CITY shall be excess of the CONSULTANT's insurance and shall not contribute with it.

18.5.2. Any payment of deductible or self-insured retention shall be the sole responsibility of the CONSULTANT.

18.5.3. The CONSULTANT'S insurance shall contain a clause stating that coverage shall apply separately to each insured against whom claim is made or suit is brought, except with respects to the limits of the insurer's liability.

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

18.7. Verification of Coverage. CONSULTANT shall furnish the CITY with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured and primary coverage endorsements, evidencing the insurance requirements of the CONSULTANT before commencement of the work.

18.8. Cancellation. CONSULTANT will provide notice to the CITY of any cancellation of coverage by no later than three (3) days after CONSULTANT is notified by its insurer that coverage will or has been canceled, whichever occurs earliest.

18.9. CITY Full Availability of CONSULTANT Limits. If the CONSULTANT maintains higher insurance limits than the minimum amounts shown above, the CITY shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the CONSULTANT, irrespective of whether such limits maintained by the CONSULTANT are greater than those required by this Agreement or whether any certificate of insurance furnished to the CITY evidences limits of liability lower than those maintained by the CONSULTANT.

19. APPLICABLE LAW/VENUE. This Agreement shall be construed and interpreted in accordance with the laws of the State of Washington, and in the event of dispute the venue of any litigation brought hereunder shall be Kittitas County.

20. NOTICE. All communications regarding this Agreement shall be sent to the parties at the addresses listed below, or at such other address as given pursuant to this Section, and shall be effective on the next business day if sent by registered or certified mail or deposited with an overnight delivery service.

City of Ellensburg
Department of Public Works
Attention: Rebecca Springer – Water Resources Manager
501 N. Anderson
Ellensburg, WA 98926

GSI Water Solutions, Inc.
Attention: Walt Burt, LHG
650 NE Holladay Street, Suite 900
Portland, OR 97232

21. ENTIRE AGREEMENT. The written terms and provisions of this Agreement, together with all referenced Exhibits, supersede all prior verbal statements of any officer or other representative of CITY, and such statements shall not be effective or be construed as entering into or forming a part of, or altering in any manner whatsoever, this Agreement. The entire agreement between the parties with respect to the subject matter hereunder is contained in this Agreement and the referenced Exhibits.

22. PRIORITY OF DOCUMENTS. In the event that the language and provisions of this Agreement are contrary to or conflict with any language or provisions set forth in any exhibit to this Agreement, the language and provisions of this Agreement shall control, and the contrary or conflicting language or provisions of the exhibit(s) shall be disregarded and shall be considered void.

23. MODIFICATION. No waiver, alteration, or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly authorized representative of CITY and CONSULTANT.

24. ASSIGNMENT. Any assignment of this Agreement by CONSULTANT without the prior written consent of CITY shall be void.

25. WAIVER. A waiver of any breach by either party shall not constitute a waiver of any subsequent breach.

26. THIRD-PARTY BENEFICIARIES. There are no third-party beneficiaries to this Agreement.

27. EXHIBITS AND SIGNATURES. This Agreement, including its exhibits, constitutes the entire Agreement, supersedes all prior written or oral understandings, and may only be changed by a written amendment executed by both parties. The following exhibits are hereby made a part of this Agreement:

Exhibit A – Scope of Work and Fee Schedule

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above.

CONSULTANT:

By: _____

Printed
Name: _____

Title: _____

Tax ID#: _____

THE CITY OF ELLENSBURG:

By: _____

Printed
Name: _____

Title: _____

ATTEST: _____
Clerk

Approved as to Form:

City Attorney

EXHIBIT A



DRAFT Scope of Work and Fee Estimate

To: Rebecca Springer, Water Resources Manager, City of Ellensburg, WA

From: Kenny Janssen, LG; Walter Burt, LHG, GSI Water Solutions, Inc.

Date: August 12, 2026

RE: City of Ellensburg Aquifer Storage and Recovery (ASR) Feasibility Study (FS) – Phase I

Introduction

This document presents a scope of work and associated fee estimate for GSI Water Solutions, Inc. (GSI) and our teaming partner RH2 Engineering, Inc. (RH2) to provide professional hydrogeologic and engineering services to the City of Ellensburg (City) for continuing to develop Phase I of the City's aquifer storage and recovery (ASR) feasibility study. GSI and RH2 have developed this proposed scope of work and fee estimate based on our assessment of the completeness and data gaps for each task element of the feasibility study (GSI and RH2, 2026), as originally scoped in the Water Resources Yakima Basin Integrated Planning Agreement (No. WRYBIP-2123-EllePW_00028) between the Washington State Department of Ecology (Ecology) and the City.

Project Description

The City is evaluating the feasibility of developing an ASR program to secure municipal supply water and improve seasonal groundwater discharge to the Yakima River. An ASR pre-feasibility study conducted in 2021 under agreement no. WRYBIP-2123-EllePW-00022 identified ASR as a potential means of benefiting the City and the Yakima Basin Integrated Plan (YBIP) by increasing Total Water Supply Availability, securing municipal water supply, enhancing instream flows, improving watershed functions and fish habitat conditions, and/or mitigating for other water withdrawals.

The concept for a potential future Ellensburg ASR program would include withdrawing raw water from the City Wells shallow alluvial source during the winter and spring months when demands for water are low, injecting and storing that water in deep consolidated sedimentary aquifer system beneath the City using an existing well (e.g., Route 10 Well), and recovering a substantial portion of that stored water from the Route 10 Well and/or other downgradient City wells to meet peak summer demands. This would allow the City to augment peak-season demand needs without increasing permitted maximum instantaneous withdrawals from the groundwater system in hydraulic connection with the Yakima River. A successful Ellensburg ASR program would increase the sustainability and resiliency of the City's existing water supply sources in the case of peak demand or source unavailability and provide instream flow benefits to the Yakima River during periods of low streamflow.

Overall Goal

The overall goal of this phase of the project is to complete the feasibility study and develop a preliminary reservoir permit application for ASR pilot testing.

Scope of Services

Building upon existing and available information compiled and evaluated as part of the ASR pre-feasibility study and other work, this phase of the study will address the hydrogeologic, water rights, water quality/treatment, and engineering data gaps needed to produce a feasibility study that will form the basis for an application to obtain a temporary reservoir permit application for ASR pilot testing.

The proposed Scope of Services for this phase of the ASR feasibility study will consist of 11 tasks:

- Task 1 – Project Administration/Management
- Task 2 – Data Assembly and Collection
- Task 3 – Conceptual Hydrogeologic Model
- Task 4 – Legal Framework and Water Rights
- Task 5 – Engineering Evaluation of Municipal Water System
- Task 6 – Water Treatment Evaluation
- Task 7 – Evaluate Potential Impact/Environmental Assessment
- Task 8 – Operations Plan
- Task 9 – Monitoring Plan
- Task 10 – ASR Feasibility Study Report
- Task 11 – Reservoir Permit Application

Task 1 is reserved in the Agreement for City staff to administer the project and is not included in this scope of services or fee estimate.

The following subsections describe the components and assumptions associated with each of the tasks listed above. The estimated cost for each task and the total estimated project cost are provided in Table 1.

This project will be administered and budgeted in two phases. The first phase will include work on Tasks 2 through 5 and Task 7 and will extend through year 2026. Completion of those tasks and work on all remaining tasks is contingent upon City Council approval of the City's 2027-28 budget. Table 2 provides the anticipated expenditures for work through 2026 and to complete all work for all tasks through 2028.

Task 1 – Project Administration/Management

This task is reserved exclusively for the City to administer the project and is not included in this scope of services or fee estimate.

Task 2 – Data Assembly and Collection

The goal of this task is to assemble and review existing data per WAC 173-157 to complete the feasibility analysis, including identifying data gaps and data collection needs, preparing a Quality Assurance Project Plan (QAPP) for the project, and sampling to establish source water and background groundwater quality conditions. The work that has been completed so far for this task includes (1) compilation and review of water quality and groundwater hydraulic data (water levels), and (2) preparation of an approved QAPP for groundwater hydraulic data. Specific work activities to be completed as part of this task will include:

- Updating and reviewing water quality and water level data assembled during the previous phase of ASR feasibility study.
- Meeting and working with Ecology staff to discuss and confirm regulatory data requirements to satisfy Chapter 173-157 Washington Administrative Code (WAC) and to develop an acceptable water quality sampling program.

- Coordinating with and incorporating input from Ecology staff on preparing a work plan and comprehensive QAPP for collecting, monitoring, and analyzing both hydraulic groundwater data and water quality data to meet requirements of Chapter 173-200 WAC. The QAPP will integrate a revised version of the existing QAPP for groundwater hydraulic data collection with water quality sampling QAPP elements to characterize source water quality and background target aquifer water quality variability. The groundwater level monitoring elements described in the existing QAPP will be revised to refocus data collection efforts towards the west side of the City, nearer to proposed or potential ASR well(s).
- Developing a health and safety plan for field activities.
- Planning for and coordinating all water quality sampling events with the City and Ecology-approved analytical laboratories, and as needed with Ecology and the Washington State Department of Health (DOH).
- Monitoring field parameters, groundwater levels, and collecting water quality samples according to Ecology-approved work plan and QAPP.
- Tabulating and summarizing groundwater level data and water quality laboratory test results and comparing them against drinking water and groundwater quality standards (Chapters 246-290-310 and 173-200-040 WAC).

Expected Outcome

The expected outcomes will include seasonal characterizations of groundwater level data, source water quality, and background groundwater quality conditions and evaluations of source water quality against drinking water standards and compliance with State groundwater quality standards. Results from this task will be summarized in a technical memorandum and presented to Ecology and the City as part of the conceptual hydrogeologic model update (Task 3) and used in subsequent tasks to evaluate water treatment needs (Task 6) and potential environmental impacts (Task 7).

Deliverables

- Draft work plan and QAPP for City/Ecology review and comment.
- Final work plan and QAPP after addressing review comments.
- Comprehensive signed and approved QAPP.

Fee Estimate and Assumptions

The estimated fee for this task is \$117,335, and is based on the following assumptions:

- Up to two document revisions will be needed for Ecology authorization of the final work plan and QAPP. A budget amendment may be needed if the assumptions listed in this section do not align with the final approved work plan and QAPP.
- Four water quality samples will be collected from each identified sample location over a period of 4 months and analyzed to establish baseline water quality conditions and water quality variability according to Ecology's Implementation Guidance for the Ground Water Quality Standards (Publication # 96-02).
- Two seasonal microscopic particulate analysis (MPA) samples will be collected from the City Wells source to support any potential source water approval requirements at the anticipated ASR recharge rate.
- City staff will lead the groundwater level monitoring and water quality sampling events. GSI will provide (1) onsite support during the first sampling/monitoring event, and (2) ongoing direction/guidance during all subsequent events. We are assuming the sampling and monitoring program will take an estimated 4 months to complete.
- City will provide all necessary water quality meters and water level monitoring probes for the sampling and monitoring events.

- Outside service fees for water quality laboratory analytical costs **are not** included in this fee estimate. We anticipate that the City will contract with these laboratories directly and pay their fees separately. Water quality laboratory fees to cover the water quality monitoring program is estimated to total \$66,000. Actual fees will depend on the analyte list and number of samples described in the Ecology-approved work plan and QAPP.
- GSI will submit digital (Adobe Acrobat .pdf) versions of the work plan, QAPP, and technical memorandum.
- Meetings will be virtual and conducted remotely.
- One, two-hour virtual conference call to discuss findings from this task.
- One, one-hour virtual presentation.

Task 3 – Conceptual Hydrogeologic Model

The goal of this task is to complete any needed revisions or updates to the existing conceptual model of the hydrogeologic system developed as part of a previous phase of the project to evaluate ASR feasibility and satisfy requirements of Chapter 173-157 WAC. Specific work activities to complete this task include:

- Reviewing and updating hydrogeologic data and conclusions regarding the required elements of the conceptual hydrogeologic model in Chapter 173-157-120 WAC, including aquifer hydraulic properties, aquifer extent and boundaries, groundwater elevations and general flow direction, storage volumes, groundwater quality, and timing of the return flow of stored water to the Yakima River.
- Reviewing and updating theoretical estimates of injection and recovery rates and durations, storage volumes, storage drift and groundwater discharge rates, and discharge locations (.e.g, other wells, Yakima River).
- Assessing current groundwater uses in the Ellensburg area and estimating the potential radius of influence and potential interference concerns with respect to anticipated ASR activities.
- Distilling and revising the existing description of the conceptual hydrogeologic model to focus and highlight features salient to ASR feasibility and to satisfy Chapter 173-157 WAC.

Expected Outcome

An evaluation of the hydrogeological suitability of the target ASR storage zone, including a conceptual hydrogeologic model of the Ellensburg area.

Deliverables

- Draft technical memorandum summarizing findings from Tasks 2 and 3 for City/Ecology review and comment.
- Presentation to City and Ecology.
- Meeting notes from presentation.
- Final version of the technical memorandum.
- Results from this task will be included in the ASR feasibility study report and presented to Ecology and the City as part of Task 10.

Fee Estimate and Assumptions

The estimated fee for this task is \$43,505, and is based on the following assumptions:

- Up to two hydrostratigraphic cross-sections will be developed or adapted from available information.
- Current groundwater users will be assessed using Ecology's well report viewer/data.
- This task will be completed as a desktop study using readily available data and/or published reports; no subsurface explorations or verification activities will be completed at this time.

Task 4 – Legal Framework and Water Rights

The overall goal of this task is to present the legal framework of the City’s water rights with respect to changes necessary to implement an ASR program in accordance with WAC 173-157-140. This task will include identifying pertinent City and senior water rights and Yakima Basin policies, identifying any additional beneficial uses of the stored water and necessary changes in City water rights to implement a future ASR project. This task will provide reasonable assumptions and interpretations of Ecology ASR rules to update the existing legal framework. Specific work activities to complete this task include:

- Reviewing and confirming the timing, rates and volumes that can be accessed for ASR source water from the City Wells.
- Identifying potential changes to the City Wells’ water right or other City water rights that may need to be completed to support the ASR objectives.
- Refining the timing and rate objectives for the ASR project to comply with maximum instantaneous withdrawal limitations of the City’s water rights and wells.
- Developing and confirming with Ecology a water rights strategy for implementing the proposed ASR project.
- Applying for a secondary permit to appropriate the stored water for any subsequent beneficial uses besides municipal (e.g., aquatic life, wildlife habitat), if needed.

Expected Outcome

An updated legal framework and water rights strategy to meet requirements of Chapter 173-157 WAC.

Deliverables

- Draft and final secondary permit application submitted to Ecology.
- Results from this task will be included in the ASR feasibility study report and presented to Ecology and the City as part of Task 10.

Fee Estimate and Assumptions

The estimated fee for this task is \$23,305, and is based on the following assumptions:

- City water rights are in good standing, and no additional detailed level analysis is necessary to establish validity or provisions of the rights.
- Ecology water right staff are responsive to inquiries regarding potential change requirements to implement ASR.
- The secondary permit application fee is estimated to total \$250 and is included in this fee estimate.

Task 5 – Engineering Evaluation of Municipal Water System

The goal of this task is to perform an engineering evaluation feasibility study to incorporate proposed ASR operations into the City municipal water system. The previous work on this task provided a conceptual summary of the existing infrastructure components and additional infrastructure components that would be used to develop an ASR system. The previous work also included a conceptual summary of tasks and recommendations to test and retrofit existing components. The remaining work on this task is to complete a detailed analysis of existing infrastructure conditions and modifications required and associated WADOH permitting needed to develop an ASR system and integrate it into the City’s water supply infrastructure.

Specific work activities to complete this task include:

- Describing the ASR system process and necessary components.
- Evaluating pump-to-waste alternatives for the proposed ASR well(s).

- Evaluating the feasibility of conveying, injecting and recovering ASR water for municipal use, including performing hydraulic modeling of the distribution system under different potential ASR operation scenarios.
- Preparing for and leading one virtual meeting and one onsite meeting to discuss system operation and controls to facilitate ASR pilot testing.
- Identifying options and infrastructure modifications needed for isolating the ASR program from the existing public water system for ASR pilot testing purposes, including an ASR wellhead to inject source water under pressurized conditions.
- Assessing risks of entraining air and/or sediment during injection and identifying controls, operation, and components to mitigate these risks.
- Recommending retrofits to the City's water system needed for implementing the ASR project including components, controls and monitoring, operation management strategy, and implementation schedule for modifications, pilot testing, and full retrofit.
- Refining ASR injection and recovery rates, durations, and volumes based on any apparent engineering or water system constraints.

Expected Outcome

Recommendations for (1) infrastructure modifications and/or improvements needed for ASR pilot testing, and (2) updated target injection and recovery rates, durations, and volumes based on existing water system constraints.

Deliverables

- Results from this task will be included in the ASR feasibility study report and presented to Ecology and the City as part of Task 10.
- Notes from meetings.

Fee Estimate and Assumptions

The estimated fee for this task is \$27,925, and is based on the following assumptions:

- Water system component condition, operation, and performance are sufficiently documented and understood to support the feasibility analysis.
- Availability of City staff for one virtual meeting and one onsite meeting to discuss system operation and controls to facilitate ASR pilot testing.
- The distribution system hydraulic model from the recent Water System Plan update effort is assumed to be an accurate representation of the system for the purposes of this scope. Updates to this hydraulic model (other than ASR facilities as described above) are not included in this scope or fee estimate.

Task 6 – Water Treatment Evaluation

The goal of this task is to evaluate water quality related to ASR including source water quality, background groundwater quality in the target storage aquifer and potential rock-water and water-water geochemical reactions that could affect the quality of stored and recovered water in accordance with WAC 173-200 and the Ecology groundwater antidegradation policy. Currently, the City Wells and the Route 10 Well only require chlorination before introducing pumped water to the City's water system. The remaining work on this task includes re-evaluating the water quality of source water and background groundwater, completing a geochemical compatibility study, and conducting an AKART analysis. Potential treatment needs will be evaluated based on the results of the water quality evaluation and AKART analysis. Specific work activities to complete this task include the following:

- Reviewing existing compiled water quality data.

- Reviewing and incorporating water quality analysis results of the background groundwater and ASR source water samples (Task 2).
- Comparing source water quality results against background groundwater quality to complete a preliminary geochemical compatibility assessment. The geochemical compatibility assessment will evaluate the effect of potential geochemical reactions resulting from interactions between source water, receiving groundwater, and aquifer solids on well performance and on the quality of the background groundwater and source water recovered from storage.
- Identifying potential constituents of concern (COCs) from the results of water quality sampling and geochemical modeling.
- Identifying potential operational water quality concerns and evaluate potential ASR water treatment needs, if appropriate.
- Conducting a preliminary AKART analysis to incorporate findings of the water quality analyses and compatibility assessment and preparing a draft overriding consideration of the public interest (OCPI) determination request (if necessary). The preliminary AKART analysis and draft OCPI determination will be completed to evaluate the best approach to reduce or eliminate constituents that might violate the anti-degradation policy and to evaluate other strategies or approaches for meeting water quality criteria and the State's anti-degradation policy. The AKART analysis and OCPI determination will be conducted according to Ecology's Guidance for Aquifer Storage and Recovery AKART Analysis and Overriding Consideration of the Public Interest Demonstration (Publication No. 17-10-035).

Expected Outcome

Summary of water quality sampling, an evaluation of geochemical compatibility, identified potential COCs, and identified water treatment needs. A preliminary AKART analysis and OCPI determination request, as needed.

Deliverables

- Draft water quality and treatment technical memorandum for City/Ecology review and comment.
- Preliminary AKART analysis and OCPI determination request for City/Ecology review and comment.
- Presentation to City and Ecology.
- Meeting notes from presentation.
- Final versions of the water quality and treatment technical memorandum, preliminary AKART analysis, and OCPI determination (if applicable).
- Results from this task will be included in the ASR feasibility study report and presented to Ecology and the City as part of Task 10.

Fee Estimate and Assumptions

The estimated fee for this task is \$66,220, and is based on the following assumptions:

- The AKART analysis and OCPI determination will be conducted according to Ecology's Guidance for Aquifer Storage and Recovery AKART Analysis and Overriding Consideration of the Public Interest Demonstration (Publication No. 17-10-035).
- The treatment evaluation will be based on treatment methods/technologies that will be identified as practical and cost effective for the City's ASR project.
- The treatment evaluation will focus on wellhead treatment system(s) options rather than changes to the City's water treatment plant operations.
- Two, one-hour virtual conference calls to discuss findings from this task.
- One, one-hour virtual presentation.

- Meetings and presentations will be virtual and conducted remotely.
- GSI will submit digital (Adobe Acrobat .pdf) versions of the water quality and treatment technical memorandum, preliminary AKART analysis, and OCPI determination (if applicable).

Task 7 – Evaluate Potential Impact/Environmental Assessment

The goal of this task is to complete an assessment of potential environmental impacts to the surrounding environment of a future ASR project and the potential need for mitigation measures in accordance with WAC 173-157-150. Specific work activities to complete this task include the following:

- Obtaining and reviewing environmental data from Ecology's Facility/Site Database and/or Environmental Data Resources (EDR) to identify known or potential groundwater contaminant sources within a one-mile-radius of the ASR site.
- Describing current and historical details of the ASR project location in reference to land use, potential hazards, wetland habitats, flood plains, and surface water bodies.
- Identifying potential water level and water quality changes in the groundwater system.
- Identifying and detailing the presence or absence of potential impacts to the environment by ASR activities and the need for mitigation measures.
- Preparing a State Environmental Policy Act (SEPA) checklist and determination of non-significance (DNS) statement (if applicable) for City/Ecology review and comment.

Expected Outcome

Summary of potential impacts from implementing ASR and identification of any needed mitigation measures.

Deliverables

- SEPA checklist and DNS (if applicable).
- Results of the environmental assessment will be summarized in a section in the ASR feasibility report (Task 10).
- Notes from meetings.

Fee Estimate and Assumptions

The estimated fee for this task is \$35,350, and is based on the following assumptions:

- City will submit the SEPA checklist and DNS (if applicable) to the appropriate SEPA Lead Agency.
- EDR fees total an estimated \$500 and are included in this fee estimate.

Task 8 – Operation Plan

The goal of this task is to develop an operation plan for a full-scale ASR project, including at a minimum requirements listed in WAC 173-157-130. Specific work activities to complete this task include the following:

- Summarizing system components, configuration and seasonal operational scheme.
- Identifying proposed ASR wells, injection/recovery pumping rates and durations, and storage volumes.
- Summarizing maintenance requirements including monitoring methods, backflushing criteria, timing and duration and water disposal and permitting requirements.
- Identifying and summarizing water treatment methods at the points of injection and recovery, if recommended.
- Summarizing implementation phases.

Expected Outcome

Complete ASR operation plan for full-scale project in accordance with WAC 173-157-130.

Deliverables

- The operations plan will be summarized in a section in ASR feasibility study report (Task 10).
- Notes from meetings.

Fee Estimate and Assumptions

The estimated fee for this task is \$7,770, and is based on the following assumptions:

- Two, one-hour conference call meetings to discuss components and required activities of the plan.
- Meetings will be virtual and conducted remotely.

Task 9 – Monitoring Plan

The goal of this task is to develop a monitoring plan for a full-scale ASR project in accordance with WAC 173-157. Specific work activities to complete this task include the following:

- Summarizing the water level monitoring network based on the conceptual hydrogeologic model (Task 3).
- Summarizing data parameters, collection methods and frequencies for monitoring hydraulic and water quality conditions in the storage aquifer prior to and during ASR operations.
- Summarizing ASR and water system monitoring parameters, methods and frequencies for monitoring diversion and injection rates and volumes, recovery rates and volumes and the quality of source water and recovered water.
- Summarizing infrastructure needs and reporting requirements.

Expected Outcome

A monitoring plan for the proposed full-scale ASR project in accordance with WAC 173-157.

Deliverables

- The monitoring plan will be summarized in a section in ASR feasibility study report (Task 10).
- Notes from meetings.

Fee Estimate and Assumptions

The estimated fee for this task is \$9,570, and is based on the following assumptions:

- Two, one-hour conference call meetings to discuss components and required activities of the plan.
- Meetings will be virtual and conducted remotely.

Task 10 – ASR Feasibility Study Report

The goal of this task is to assemble, synthesize and evaluate data and information to assess ASR feasibility with associated costs and benefits to the City and YBIP. The analysis will be summarized in a report that will include recommendations for ASR implementation. Specific work activities to complete this task include the following:

- Revising existing feasibility report sections.
- Compiling, synthesizing and developing ASR feasibility report content described in Tasks 2 through 9.
- Developing project costs and unit costs of water.
- Describing project implementation phases.
- Revising draft report to address Ecology comments.
- Preparing presentation for Ecology and YBIP Groundwater Storage Subcommittee.

Expected Outcome

A complete ASR feasibility study report documenting the results of the feasibility study, and including an operation plan, monitoring plan, project implementation phases, recommended injection and recovery target rates and volumes and costs for the project and units of project water.

Deliverables

- Draft ASR feasibility study report for City and Ecology review and comment.
- Presentation to City and Ecology.
- Notes from meetings and the presentation.
- Final ASR feasibility report to Ecology and the YBIP Groundwater Storage Subcommittee after addressing and incorporating Ecology comments.
- Present project findings to the YBIP Groundwater Storage Subcommittee.

Fee Estimate and Assumptions

The estimated fee for this task is \$70,630, and is based on the following assumptions:

- Meetings and presentations will be virtual and conducted remotely.
- One, two-hour virtual conference call to discuss findings from this task.
- One, one-hour virtual presentation.
- GSI will submit a digital (Adobe Acrobat .pdf) version of the report.

Task 11 – Reservoir Permit Application

The goal of this task is to prepare an application for a preliminary reservoir permit to conduct ASR pilot testing in accordance with WAC 173-157-050. Specific work activities to be completed as part of this task will include:

- Preparing a preliminary reservoir permit application for submittal to Ecology using the feasibility study analysis.
- Preparing a secondary use permit application for beneficial use of pilot test water (if necessary).

Expected Outcome

Ready to submit temporary reservoir permit application

Deliverables

- Draft reservoir permit application for City/Ecology review and comment.
- Final reservoir permit application.

Fee Estimate and Assumptions

The estimated fee for this task is \$13,355, and is based on the following assumptions:

- The reservoir permit application fee is estimated to total \$1,600 based on an estimated storage volume of 800 acre-feet and **is** included in this fee estimate.

Fee Estimate

GSI will complete this scope of work on a time and materials basis for the estimated amount of \$414,965. The fee estimate associated with this scope of work is presented in Table 1 and includes consulting team labor and expenses and a 10 percent markup on outside services. For reference and to support the division of the biennial budgets, Table 2 provides the anticipated expenditures for work through year 2026 and to complete all work for all tasks through year 2028. The fee estimate for work completed during 2026 is not expected to exceed \$120,000. Completion of all tasks through year 2028 is contingent upon

City Council approval of the City's 2027-28 budget and is not expected to exceed \$294,965. These fee estimates will not be exceeded without prior authorization from the City.

Table 1 – Fee Estimate

Task	Description	GSI Labor Hours	GSI Labor Cost	Outside Services	Direct Expenses	Estimated Total
1	<i>Project Administration</i>	* * * * *	<i>RESERVED FOR CITY</i>			* * * * *
2	Data Assembly and Collection	590	\$110,670	\$3,795	\$2,870	\$117,335
3	Conceptual Hydrogeologic Model	210	\$39,600	\$3,905	\$0	\$43,505
4	Legal Framework and Water Rights	40	\$9,060	\$14,245	\$0	\$23,305
5	Engineering Evaluation of Municipal Water System	52	\$11,700	\$16,225	\$0	\$27,925
6	Water Treatment Evaluation	208	\$45,980	\$20,240	\$0	\$66,220
7	Evaluate Potential Impact/Environmental Assessment	184	\$34,800	\$550	\$0	\$35,350
8	Operations Plan	40	\$7,770	\$0	\$0	\$7,770
9	Monitoring Plan	50	\$9,570	\$0	\$0	\$9,570
10	ASR Feasibility Study Report	200	\$38,510	\$32,120	\$0	\$70,630
11	Reservoir Permit Application	46	\$8,350	\$5,005	\$0	\$13,355
Estimated Totals		1,620	\$316,010	\$96,085	\$2,870	\$414,965

Table 2 – Anticipated Expenditures for 2026 and 2027-28

Task	Description	2026 Estimated Total	2027-28 Estimated Total ⁽¹⁾
2	Data Assembly and Collection	\$100,000	\$17,335
3	Conceptual Hydrogeologic Model	\$20,000	\$23,505
4	Legal Framework and Water Rights	\$0	\$23,305
5	Engineering Evaluation of Municipal Water System	\$0	\$27,925
6	Water Treatment Evaluation	\$0	\$66,220
7	Evaluate Potential Impact/Environmental Assessment	\$0	\$35,350
8	Operations Plan	\$0	\$7,770
9	Monitoring Plan	\$0	\$9,570
10	ASR Feasibility Study Report	\$0	\$70,630
11	Reservoir Permit Application	\$0	\$13,355
Estimated Totals		\$120,000	\$294,965 ⁽¹⁾

Note: (1) Contingent upon City Council approval of the City's 2027-28 budget.

The scope of services will be conducted on a time and materials basis in accordance with our fee schedule in effect at the time this work is performed. Attached is our 2026 Fee Schedule.

Schedule

We are prepared to begin working on this project immediately upon receipt of written authorization to proceed. The anticipated project schedule is attached.

Closing

Thank you for this opportunity to help develop an ASR program for the City of Ellensburg. We are looking forward to getting started on this project and working with you along the way.

Sincerely,

GSI Water Solutions, Inc.

A handwritten signature in blue ink, appearing to read "Kenny Janssen", followed by a horizontal flourish.

Kenny Janssen, LG
Principal Hydrogeologist

A handwritten signature in blue ink, appearing to read "Walt Burt", followed by a horizontal flourish.

Walt Burt, LHG
Principal Hydrogeologist

Anticipated Work Schedule: City of Ellensburg ASR Feasibility Study

City of Ellensburg, Washington

	2026							2027												2028											
	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Contracting/Subcontracting & Project Setup																															
Notice to proceed																															
Project kickoff meeting																															
Task 1 - Project Administration/Management																															
Progress reports and payment requests (City)																															
Recipient Closeout Final Report (City)																															
Task 2 - Data Assembly and Collection																															
Update and review water quality and water level data																															
Plan for and lead water quality evaluation planning meeting with Ecology																															
Draft work plan and QAPP for water quality sampling and analyses																															
Ecology review/comment on draft work plan and QAPP																															
Final work plan and QAPP																															
Develop health and safety plan																															
Coordinate SWQ and GWQ sampling events																															
Collect SWQ and GWQ samples; monitoring GW levels																															
Statistical analysis to establish background GWQ conditions																															
Ecology review/comment on proposed background GWQ																															
Summarize and evaluate WQ and groundwater level data																															
Task 3 - Conceptual Hydrogeologic Model																															
Review and update existing model																															
Assess current GW uses in the Ellensburg area																															
Estimate potential interference from anticipated ASR activities																															
Draft technical memorandum																															
Presentation to Ecology																															
Compile and submit notes from presentation																															
Ecology review/comment on technical memorandum																															
Revise/Finalize technical memorandum																															
Task 4 - Legal Framework and Water Rights																															
Evaluate legal water availability from the City Wells																															
Identify potential water right changes needed for ASR objectives																															
Align ASR activities with water right limitations																															
Discuss water rights strategy w/ Ecology																															
Draft secondary water right permit and																															
Ecology review/comment on secondary water right permit application																															
Revise/Finalize secondary water right permit																															

City of Ellensburg, Washington

ProjectSchedule_EllensburgASR_DRAFTv4.xlsx

Anticipated Work Schedule: City of Ellensburg ASR Feasibility Study

City of Ellensburg, Washington

	2026							2027												2028											
	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Task 9 - Monitoring Plan																															
Describe water level monitoring network																															
Describe WQ/WL data parameters and collection methods/frequencies																															
Describe ASR system monitoring parameters, methods, frequencies																															
Describe infrastructure needs and reporting requirements																															
Task 10 - ASR Feasibility Study Report																															
Draft report																															
Presentation to Ecology																															
Compile and submit notes from presentation																															
Ecology review/comment on report																															
Revise/Finalize report																															
Task 11 - Reservoir Permit Application																															
Draft permit application																															
Ecology review/comment on application																															
Revise/Finalize application																															

◆ = Grant agreement milestone



2026 GSI Fee Schedule

Labor Category	Hourly Rate
Technical Professionals	
Principal II	\$230 – \$290
Principal I	\$215 – \$290
Senior Managing II	\$205 – \$250
Senior Managing I	\$195 – \$225
Managing II	\$185 – \$215
Managing I	\$175 – \$205
Senior Project II	\$165 – \$195
Senior Project I	\$155 – \$185
Project II	\$145 – \$180
Project I	\$135 – \$170
Staff II	\$125 – \$160
Staff I	\$115 – \$145
Other Services	
GIS/Graphics/Database	\$125 – \$175
Editor/Documents	\$125 – \$155
Administration	\$90 – \$125

The hourly rate for trial preparation and expert witness testimony is 1.5 times the standard billing rate shown above.

Expenses

- **Mileage:** IRS/WA OFM authorized rate/mile
- **Direct expenses and outside services:** Cost plus 10 percent markup
- **Enterprise GIS:** \$100 per month for the duration of use

**Hourly rates are subject to annual increases on the contract anniversary date.*

The total compensation and reimbursement, including travel costs, labor, direct non-salary reimbursable costs and outside services, shall not exceed the maximum sum of \$414,965.00 without prior written authorization from CITY in the form of a negotiated and executed amendment.

Recipient Agreement Template

Yakima Basin Integrated Plan (YBIP)

FY 2025-2027

Requesting Organization: City of Ellensburg

Project Manager: Rebecca Springer – Water Resources Manager

Phone: 509-925-8619

Email: springerr@ellensburgwa.gov

YBIP Subcommittee/Subgroup: Groundwater Storage

Project Type: ☐ Conservation ☐ Habitat ☒ Storage ☐ Other

Will this project require a QAPP: ☒

Financial request from Ecology: \$ 186,000

Ecology Share of Project Cost You Are Seeking: 38.3 %

If cost share, please list the additional funding sources and amounts:

City of Ellensburg Water Department Budgeted 2027-2028 funds = \$300,000

Have you received Ecology funding for this project before? ☒ Yes ☐ No

If yes, provide:

Agreement Number: WRYBIP-2123-EllePW-00028 Amount \$300,000.00

Date of Agreement 03/01/2022

General Information:

Project Title: City of Ellensburg Aquifer Storage and Recovery Feasibility Completion Study

Project Short Description (<300 characters):

The City is evaluating the feasibility of developing an ASR program to secure municipal supply water and improve seasonal groundwater discharge to the Yakima River. An ASR pre-feasibility study conducted in 2021 under agreement no. WRYBIP-2123-EllePW-00022 identified ASR as a potential means of benefiting the City and the Yakima Basin Integrated Plan (YBIP) by increasing Total Water Supply Availability, securing municipal water supply, enhancing instream flows, improving watershed functions and fish habitat conditions, and/or mitigating for other water withdrawals.

The concept for a potential future Ellensburg ASR program would include withdrawing raw water from the City Wells shallow alluvial source during the winter and spring months when demands for water are low, injecting and storing that water in deep consolidated sedimentary aquifer system beneath the City using an existing well (e.g., Route 10 Well), and recovering a substantial portion of that stored water from the Route 10 Well and/or other downgradient City wells to meet peak summer demands. This would allow the City to augment peak-season demand needs without increasing permitted maximum instantaneous withdrawals from the groundwater system in hydraulic connection with the Yakima River. A successful Ellensburg ASR program would increase the sustainability and resiliency of the City's existing water supply sources in the case of peak demand or source unavailability and provide instream flow benefits to the Yakima River during periods of low streamflow. The overall goal of this phase of the project is to complete the feasibility study and develop a preliminary reservoir permit application for ASR pilot testing.

Project Long Description (<3500 characters):

The City is evaluating the feasibility of developing an ASR program to secure municipal supply water and improve seasonal groundwater discharge to the Yakima River. An ASR pre-feasibility study conducted in 2021 under agreement no. WRYBIP-2123-EllePW-00022 identified ASR as a potential means of benefiting the City and the Yakima Basin Integrated Plan (YBIP) by increasing Total Water Supply Availability, securing municipal water supply, enhancing instream flows, improving watershed functions and fish habitat conditions, and/or mitigating for other water withdrawals.

The concept for a potential future Ellensburg ASR program would include withdrawing raw water from the City Wells' shallow alluvial source during the winter and spring months when demands for water are low, injecting and storing that water in deep consolidated sedimentary aquifer system beneath the City using an existing well (e.g., Route 10 Well), and recovering a substantial portion of that stored water from the Route 10 Well and/or other downgradient City wells to meet peak summer demands.

This would allow the City to augment peak-season demand needs without increasing permitted maximum instantaneous withdrawals from the groundwater system in hydraulic connection with the Yakima River. A successful Ellensburg ASR program would increase the sustainability and resiliency of the City's existing water supply sources in the case of peak demand or source unavailability and provide instream flow benefits to the Yakima River during periods of low streamflow.

The proposed project location lies in the SE ¼ of Section 12, T18N, R17E, in Kittitas County, Washington. City Wells, the proposed source well, is a Ranney-style collector well located approximately six miles northwest of the City and approximately 700 feet from the Yakima River. City Wells was completed to a total depth of 23 feet below ground surface (bgs) in the valley's shallow, alluvial aquifer. Route 10 Well, the proposed recharge well, is a conventional, vertical, steel-cased supply well completed to a total depth of 818 feet in the Ellensburg Formation Aquifer. Route 10 Well is located approximately 300 feet north of City Wells. Both City Wells and Route 10 Well are Public Water Supply (PWS) source wells approved by the Department of Health (DOH) as a part of the City's Group A Community Public Water System (ID # 22950M).

Building upon existing and available information compiled and evaluated as part of the ASR pre-feasibility study and other work, this study will address the hydrogeologic, water rights, water quality/treatment, and engineering data gaps needed to produce a complete feasibility study that will form the basis for an application to obtain a temporary reservoir permit for ASR pilot testing. The project schedule is designed to be completed by mid 2028 in order to position the City appropriately to continue with pilot testing at the end of 2028, if indicated.

The proposed Scope of Services for this phase of the ASR feasibility study will consist of 11 tasks:

- Task 1 – Project Administration/Management
- Task 2 – Data Assembly and Collection
- Task 3 – Conceptual Hydrogeologic Model
- Task 4 – Legal Framework and Water Rights
- Task 5 – Engineering Evaluation of Municipal Water System
- Task 6 – Water Treatment Evaluation
- Task 7 – Evaluate Potential Impact/Environmental Assessment
- Task 8 – Operations Plan
- Task 9 – Monitoring Plan
- Task 10 – ASR Feasibility Study Report
- Task 11 – Reservoir Permit Application

Task 1 is reserved for project management, which will be handled internally by the City's Water Resources Manager. Task 1 will not involve consultant work. Deliverables for Task 1

will include ongoing communication with the Ecology Project Manager and Financial Administrator, and the timely submittal of all required Progress Report / Payment Requests (PRPRs) over the duration of the project.

All subsequent tasks will be completed by the City's hydrogeological consultant team, with close collaboration with the City's Water Resources Manager.

Total Cost: \$486,000

Total Eligible Cost: \$486,000 (Ecology Share: \$186,000)

Effective Date: 9/1/2026

Expiration Date: 9/30/2028

Indirect Cost: ☐ Yes ☒ No **Rate:** ____%

Will Environmental Monitoring Data be collected? ☒ Yes ☐ No

If unsure, read: <http://www.ecy.wa.gov/programs/eap/qa/docs/GranteeQAPP/index.html>

For any additional questions contact the YBIP QAPP Coordinator:

McKenna Murray

McKenna.Murray@ecy.wa.gov

(509)823-0996

Overall Goal (<1000 characters): The overall project goal is to provide a benefit to the City and the Yakima Basin Integrated Plan (YBIP) by increasing Total Water Supply Availability, securing municipal water supply, enhancing instream flows, improving watershed functions and fish habitat conditions, and/or mitigating for other water withdrawals.

Contact Information:

Authorized Signatory

Name: Heidi Behrends Cerniwey

Title: City Manager

Recipient Project Manager

Name: Rebecca Springer

Address: 501 N. Anderson, Ellensburg, WA 98926

Phone: 509-925-8619

E-mail: springerr@ellensburgwa.gov

Fax:

Recipient Financial Manager

Name: Caroline Escobar

Address: 501 N. Anderson, Ellensburg, WA 98926

Phone: 509-962-7214

E-mail: escobarc@ellensburgwa.gov

Fax:

Location Information: The proposed project location lies in the SE ¼ of Section 12, T18N, R17E, in Kittitas County, Washington. The proposed source well is a Ranney-style collector well located approximately six miles northwest of the City and approximately 700 feet from the Yakima River. The proposed recharge well is a conventional well located approximately 300 feet north of City Wells.

Scope of Work:**Task Number: 1****Cost: \$ 8,640.00 (Req. \$8,640)****Task Title:** Project Administration/Management**Task Description:**

A. The RECIPIENT will administer the project. Responsibilities will include, but not be limited to: maintenance of project records; submittal of requests for reimbursement and corresponding backup documentation, progress reports and recipient closeout report (including photos); compliance with applicable procurement, contracting, and interlocal agreement requirements; application for, receipt of, and compliance with all required permits, licenses, easements, or property rights necessary for the project; and submittal of required performance items.

B. The RECIPIENT must manage the project. Efforts will include: conducting, coordinating, and scheduling project activities and assuring quality control. Every effort will be made to maintain effective communication with the RECIPIENT's designees; the DEPARTMENT; all affected local, state, or federal jurisdictions; and any interested individuals or groups. The RECIPIENT must carry out this project in accordance with any completion dates outlined in this agreement.

Task Goal Statement:

This task will ensure a properly managed project that meets the agreement and Department of Ecology administrative requirements.

Task Expected Outcome:

- Timely and complete submittal of requests for reimbursement and recipient closeout report.
- Properly maintained project documentation.

Recipient Task Coordinator: Rebecca Springer

Number	Description	Due Date
1.1	Progress Reports submitted quarterly and with each payment request.	Quarterly
1.2	Recipient Closeout Final Report.	9/30/2028

Task Number: 2

Cost: \$ 180,000.00 (Req. \$100,000)

Task Title: Data Assembly and Collection

Task Description (<2500 characters): The goal of this task is to assemble and review existing data per WAC 173-157 to complete the feasibility analysis, including identifying data gaps and data collection needs, preparing a Quality Assurance Project Plan (QAPP) for the project, and sampling to establish source water and background groundwater quality conditions.

The work that has been completed so far for this task includes (1) compilation and review of water quality and groundwater hydraulic data (water levels), and (2) preparation of an approved QAPP for groundwater hydraulic data. Specific work activities to be completed as part of this task will include:

- Updating and reviewing water quality and water level data assembled during the previous phase of ASR feasibility study.
- Meeting and working with Ecology staff to discuss and confirm regulatory data requirements to satisfy Chapter 173-157 Washington Administrative Code (WAC) and to develop an acceptable water quality sampling program.
- Coordinating with and incorporating input from Ecology staff on preparing a work plan and comprehensive QAPP for collecting, monitoring, and analyzing both hydraulic groundwater data and water quality data to meet requirements of Chapter 173-200 WAC. The QAPP will integrate a revised version of the existing QAPP for groundwater hydraulic data collection with water quality sampling QAPP elements to characterize source water quality and background target aquifer water quality variability. The groundwater level monitoring elements described in the existing QAPP will be revised to refocus data collection efforts towards the west side of the City, nearer to proposed or potential ASR well(s).
- Developing a health and safety plan for field activities.
- Planning for and coordinating all water quality sampling events with the City and Ecology-approved analytical laboratories, and as needed with Ecology and the Washington State Department of Health (DOH).
- Monitoring field parameters, groundwater levels, and collecting water quality samples according to Ecology-approved work plan and QAPP.
- Tabulating and summarizing groundwater level data and water quality laboratory test results and comparing them against drinking water and groundwater quality standards (Chapters 246-290-310 and 173-200-040 WAC).

Task Goal Statement: The goal of this task is to assemble and review existing data per WAC 173-157 to complete the feasibility analysis, including identifying data gaps and data collection needs, preparing a Quality Assurance Project Plan (QAPP) for the project, and sampling to establish source water and background groundwater quality conditions.

Task Expected Outcomes: The expected outcomes will include seasonal characterizations of groundwater level data, source water quality, and background groundwater quality conditions and evaluations of source water quality against drinking water standards and compliance with State groundwater quality standards. Results from this task will be summarized in a technical memorandum and presented to Ecology and the City as part of the conceptual hydrogeologic model update (Task 3) and used in subsequent tasks to evaluate water treatment needs (Task 6) and potential environmental impacts (Task 7).

Recipient Task Coordinator: Rebecca Springer

Deliverables:

Number	Description	Due Date
2.1	Draft work plan and QAPP for City/Ecology review and comment.	11/30/26
2.2	Final work plan and QAPP after addressing review comments.	2/15/27
2.3	Comprehensive signed and approved QAPP.	2/28/27

Task Number: 3

Cost: \$ 43,505.00 (Req. \$35,000)

Task Title: Conceptual Hydrogeologic Model

Task Description (<2500 characters): The goal of this task is to complete any needed revisions or updates to the existing conceptual model of the hydrogeologic system developed as part of a previous phase of the project to evaluate ASR feasibility and satisfy requirements of Chapter 173-157 WAC. Specific work activities to complete this task include:

- Reviewing and updating hydrogeologic data and conclusions regarding the required elements of the conceptual hydrogeologic model in Chapter 173-157-120 WAC, including aquifer hydraulic properties, aquifer extent and boundaries, groundwater elevations and general flow direction, storage volumes, groundwater quality, and timing of the return flow of stored water to the Yakima River.
- Reviewing and updating theoretical estimates of injection and recovery rates and durations, storage volumes, storage drift and groundwater discharge rates, and discharge locations (.e.g, other wells, Yakima River).
- Assessing current groundwater uses in the Ellensburg area and estimating the potential radius of influence and potential interference concerns with respect to anticipated ASR activities.

- Distilling and revising the existing description of the conceptual hydrogeologic model to focus and highlight features salient to ASR feasibility and to satisfy Chapter 173-157 WAC.

Task Goal Statement: The goal of this task is to complete any needed revisions or updates to the existing conceptual model of the hydrogeologic system developed as part of a previous phase of the project to evaluate ASR feasibility and satisfy requirements of Chapter 173-157 WAC.

Task Expected Outcomes: An evaluation of the hydrogeological suitability of the target ASR storage zone, including a conceptual hydrogeologic model of the Ellensburg area.

Recipient Task Coordinator: Rebecca Springer

Deliverables:

Number	Description	Due Date
3.1	Draft technical memorandum summarizing findings from Tasks 2 and 3 for City/Ecology review and	11/30/27
3.2	Presentation to City and Ecology.	12/17/27
3.3	Meeting notes from presentation.	12/20/27
3.4	Final version of the technical memorandum.	3/03/28
3.5	Results from this task will be included in the ASR feasibility study report and presented to Ecology and the City as part of Task 10.	6/30/28

Task Number: 4

Cost: \$ 23,305.00 (Req. \$20,000)

Task Title: Legal Framework & Water Rights

Task Description (<2500 characters):

The overall goal of this task is to present the legal framework of the City's water rights with respect to changes necessary to implement an ASR program in accordance with WAC 173-157-140. This task will include identifying pertinent City and senior water rights and Yakima Basin policies, identifying any additional beneficial uses of the stored water and necessary changes in City water rights to implement a future ASR project. This task will provide reasonable assumptions and interpretations of Ecology ASR rules to update the existing legal framework. Specific work activities to complete this task include:

- Reviewing and confirming the timing, rates and volumes that can be accessed for ASR source water from the City Wells.
- Identifying potential changes to the City Wells' water right or other City water rights that may need to be completed to support the ASR objectives.
- Refining the timing and rate objectives for the ASR project to comply with maximum instantaneous withdrawal limitations of the City's water rights and wells.
- Developing and confirming with Ecology a water rights strategy for implementing the proposed ASR project.
- Applying for a secondary permit to appropriate the stored water for any subsequent beneficial uses besides municipal (e.g., aquatic life, wildlife habitat), if needed.

Task Goal Statement: The overall goal of this task is to present the legal framework of the City's water rights with respect to changes necessary to implement an ASR program in accordance with WAC 173-157-140.

Task Expected Outcomes: An updated legal framework and water rights strategy to meet requirements of Chapter 173-157 WAC.

Recipient Task Coordinator: Rebecca Springer

Deliverables:

Number	Description	Due Date
4.1	Draft and final secondary permit application submitted to Ecology. (Will be submitted with Final Reservoir Permit Application.)	6/30/28
4.2	Results from this task will be included in the ASR feasibility study report and presented to Ecology and the City as part of Task 10.	5/31/2027

Task Number: 5

Cost: \$ 27,925.00 (Req. \$15,000)

Task Title: Engineering Evaluation of Municipal Water System

Task Description (<2500 characters):

The goal of this task is to perform an engineering evaluation feasibility study to incorporate proposed ASR operations into the City municipal water system. The previous work on this task provided a conceptual summary of the existing infrastructure components and additional infrastructure components that would be used to develop an ASR system. The previous work also included a conceptual summary of tasks and recommendations to test and retrofit existing components. The remaining work on this task is to complete a detailed analysis of existing infrastructure conditions and modifications required and associated WADOH permitting needed to develop an ASR system and integrate it into the City's water supply infrastructure. Specific work activities to complete this task include:

- Describing the ASR system process and necessary components.
- Evaluating pump-to-waste alternatives for the proposed ASR well(s).
- Evaluating the feasibility of conveying, injecting and recovering ASR water for municipal use, including performing hydraulic modeling of the distribution system under different potential ASR operation scenarios.
- Preparing for and leading one virtual meeting and one onsite meeting to discuss system operation and controls to facilitate ASR pilot testing.
- Identifying options and infrastructure modifications needed for isolating the ASR program from the existing public water system for ASR pilot testing purposes, including an ASR wellhead to inject source water under pressurized conditions.
- Assessing risks of entraining air and/or sediment during injection and identifying controls, operation, and components to mitigate these risks.
- Recommending retrofits to the City's water system needed for implementing the ASR project including components, controls and monitoring, operation management strategy, and implementation schedule for modifications, pilot testing, and full retrofit.
- Refining ASR injection and recovery rates, durations, and volumes based on any apparent engineering or water system constraints.

Task Goal Statement: The goal of this task is to perform an engineering evaluation feasibility study to incorporate proposed ASR operations into the City municipal water system.

Task Expected Outcomes: Recommendations for (1) infrastructure modifications and/or improvements needed for ASR pilot testing, and (2) updated target injection and recovery rates, durations, and volumes based on existing water system constraints.

Recipient Task Coordinator: Rebecca Springer

Deliverables:

Number	Description	Due Date
5.1	Results from this task will be included in the ASR feasibility study report and presented to Ecology and the City as part of Task 10.	6/30/28
5.2	Notes from meetings.	6/30/28

Task Number: 6

Cost: \$ 66,220.00 (Req. \$0)

Task Title: Water Treatment Evaluation

Task Description (<2500 characters): The goal of this task is to evaluate water quality related to ASR including source water quality, background groundwater quality in the target storage aquifer and potential rock-water and water-water geochemical reactions that could affect the

quality of stored and recovered water in accordance with WAC 173-200 and the Ecology groundwater antidegradation policy. Currently, the City Wells and the Route 10 Well only require chlorination before introducing pumped water to the City's water system. The remaining work on this task includes re-evaluating the water quality of source water and background groundwater, completing a geochemical compatibility study, and conducting an AKART analysis. Potential treatment needs will be evaluated based on the results of the water quality evaluation and AKART analysis. Specific work activities to complete this task include the following:

- Reviewing existing compiled water quality data.
- Reviewing and incorporating water quality analysis results of the background groundwater and ASR source water samples (Task 2).
- Comparing source water quality results against background groundwater quality to complete a preliminary geochemical compatibility assessment. The geochemical compatibility assessment will evaluate the effect of potential geochemical reactions resulting from interactions between source water, receiving groundwater, and aquifer solids on well performance and on the quality of the background groundwater and source water recovered from storage.
- Identifying potential constituents of concern (COCs) from the results of water quality sampling and geochemical modeling.
- Identifying potential operational water quality concerns and evaluate potential ASR water treatment needs, if appropriate.
- Conducting a preliminary AKART analysis to incorporate findings of the water quality analyses and compatibility assessment and preparing a draft overriding consideration of the public interest (OCPI) determination request (if necessary). The preliminary AKART analysis and draft OCPI determination will be completed to evaluate the best approach to reduce or eliminate constituents that might violate the anti-degradation policy and to evaluate other strategies or approaches for meeting water quality criteria and the State's anti-degradation policy. The AKART analysis and OCPI determination will be conducted according to Ecology's Guidance for Aquifer Storage and Recovery AKART Analysis and Overriding Consideration of the Public Interest Demonstration (Publication No. 17-10-035).

Task Goal Statement: The goal of this task is to evaluate water quality related to ASR including source water quality, background groundwater quality in the target storage aquifer and potential rock-water and water-water geochemical reactions that could affect the quality of stored and recovered water in accordance with WAC 173-200 and the Ecology groundwater antidegradation policy.

Task Expected Outcomes: Summary of water quality sampling, an evaluation of geochemical compatibility, identified potential COCs, and identified water treatment needs. A preliminary AKART analysis and OCPI determination request, as needed.

Recipient Task Coordinator: Rebecca Springer

Deliverables:

Number	Description	Due Date
6.1	Draft water quality and treatment technical memorandum for City/Ecology review and comment.	12/31/27
6.2	Preliminary AKART analysis and OCPI determination request for City/Ecology review and comment.	12/31/27
6.3	Presentation to City and Ecology.	1/31/28
6.4	Meeting notes from presentation.	2/15/28
6.5	Final versions of the water quality and treatment technical memorandum, preliminary AKART analysis, and OCPI determination (if applicable).	3/31/28
6.6	Results from this task will be included in the ASR feasibility study report and presented to Ecology and the City as part of Task 10.	6/30/28

Task Number: 7

Cost: \$ 35,350.00 (Req. \$0,000)

Task Title: Evaluate Potential Impact/Environmental Assessment

Task Description (<2500 characters):

The goal of this task is to complete an assessment of potential environmental impacts to the surrounding environment of a future ASR project and the potential need for mitigation measures in accordance with WAC 173-157-150. Specific work activities to complete this task include the following:

- Obtaining and reviewing environmental data from Ecology's Facility/Site Database and/or Environmental Data Resources (EDR) to identify known or potential groundwater contaminant sources within a one-mile-radius of the ASR site.
- Describing current and historical details of the ASR project location in reference to land use, potential hazards, wetland habitats, flood plains, and surface water bodies.
- Identifying potential water level and water quality changes in the groundwater system.
- Identifying and detailing the presence or absence of potential impacts to the environment by ASR activities and the need for mitigation measures.
- Preparing a State Environmental Policy Act (SEPA) checklist and determination of non-significance (DNS) statement (if applicable) for City/Ecology review and comment.

Task Goal Statement: The goal of this task is to complete an assessment of potential environmental impacts to the surrounding environment of a future ASR project and the potential need for mitigation measures in accordance with WAC 173-157-150.

Task Expected Outcomes: Summary of potential impacts from implementing ASR and identification of any needed mitigation measures.

Recipient Task Coordinator: Rebecca Springer

Deliverables:

Number	Description	Due Date
7.1	SEPA checklist and DNS (if applicable).	11/30/27
7.2	Results of the environmental assessment will be summarized in a section in the ASR feasibility report (Task 10).	11/30/27
7.3	Notes from meetings.	11/30/27

Task Number: 8

Cost: \$ 7,770.00 (Req. \$0)

Task Title: Operation Plan

Task Description (<2500 characters): The goal of this task is to develop an operation plan for a full-scale ASR project, including at a minimum requirements listed in WAC 173-157-130. Specific work activities to complete this task include the following:

- Summarizing system components, configuration and seasonal operational scheme.
- Identifying proposed ASR wells, injection/recovery pumping rates and durations, and storage volumes.
- Summarizing maintenance requirements including monitoring methods, backflushing criteria, timing and duration and water disposal and permitting requirements.
- Identifying and summarizing water treatment methods at the points of injection and recovery, if recommended.
- Summarizing implementation phases.

Task Goal Statement: The goal of this task is to develop an operation plan for a full-scale ASR project, including at a minimum requirements listed in WAC 173-157-130.

Task Expected Outcomes: Complete ASR operation plan for full-scale project in accordance with WAC 173-157-130.

Recipient Task Coordinator: Rebecca Springer

Deliverables:

Number	Description	Due Date
8.1	The operations plan will be summarized in a section in ASR feasibility study report (Task 10).	6/30/28
8.2	Notes from meetings.	6/30/28

Task Number: 9**Cost: \$ 9,570.00 (Req. \$0)****Task Title: Monitoring Plan**

Task Description (<2500 characters): The goal of this task is to develop a monitoring plan for a full-scale ASR project in accordance with WAC 173-157. Specific work activities to complete this task include the following:

- Summarizing the water level monitoring network based on the conceptual hydrogeologic model (Task 3).
- Summarizing data parameters, collection methods and frequencies for monitoring hydraulic and water quality conditions in the storage aquifer prior to and during ASR operations.
- Summarizing ASR and water system monitoring parameters, methods and frequencies for monitoring diversion and injection rates and volumes, recovery rates and volumes and the quality of source water and recovered water.
- Summarizing infrastructure needs and reporting requirements.

Task Goal Statement: The goal of this task is to develop a monitoring plan for a full-scale ASR project in accordance with WAC 173-157.

Task Expected Outcomes: A monitoring plan for the proposed full-scale ASR project in accordance with WAC 173-157.

Recipient Task Coordinator: Rebecca Springer**Deliverables:**

Number	Description	Due Date
9.1	The monitoring plan will be summarized in a section in ASR feasibility study report (Task 10).	6/30/28
9.2	Notes from meetings.	6/30/28

Task Number: 10

Cost: \$ 70,630.00 (Req. \$7,360)

Task Title: ASR Feasibility Study Report

Task Description (<2500 characters): The goal of this task is to assemble, synthesize and evaluate data and information to assess ASR feasibility with associated costs and benefits to the City and YBIP. The analysis will be summarized in a report that will include recommendations for ASR implementation. Specific work activities to complete this task include the following:

- Revising existing feasibility report sections.
- Compiling, synthesizing and developing ASR feasibility report content described in Tasks 2 through 9.
- Developing project costs and unit costs of water.
- Describing project implementation phases.
- Revising draft report to address Ecology comments.
- Preparing presentation for Ecology and YBIP Groundwater Storage Subcommittee.
- Submission of environmental data to the Environmental Information Management (EIM) system.

Task Goal Statement: The goal of this task is to assemble, synthesize and evaluate data and information to assess ASR feasibility with associated costs and benefits to the City and YBIP.

Task Expected Outcomes: A complete ASR feasibility study report documenting the results of the feasibility study, and including an operation plan, monitoring plan, project implementation phases, recommended injection and recovery target rates and volumes and costs for the project and units of project water.

Recipient Task Coordinator: Rebecca Springer

Deliverables:

Number	Description	Due Date
10.1	Draft ASR feasibility study report for City and Ecology review and comment.	4/21/28
10.2	Presentation to City and Ecology.	4/30/28
10.3	Notes from meetings and the presentation.	5/30/28
10.4	Final ASR feasibility report to Ecology and the YBIP Groundwater Storage Subcommittee after addressing and incorporating Ecology comments.	6/30/28

10.5	Present project findings to the YBIP Groundwater Storage Subcommittee.	6/30/28
10.6	Submit environmental data to the Environmental Information Management (EIM) system.	6/30/28

Task Number: 11

Cost: \$ 13,355.00 (Req. \$0)

Task Title: Reservoir Permit Application

Task Description (<2500 characters): The goal of this task is to prepare an application for a preliminary reservoir permit to conduct ASR pilot testing in accordance with WAC 173-157-050. Specific work activities to be completed as part of this task will include:

- Preparing a preliminary reservoir permit application for submittal to Ecology using the feasibility study analysis.
- Preparing a secondary use permit application for beneficial use of pilot test water (if necessary).

Task Goal Statement: The goal of this task is to prepare an application for a preliminary reservoir permit to conduct ASR pilot testing in accordance with WAC 173-157-050.

Task Expected Outcomes: Ready to submit temporary reservoir permit application.

Recipient Task Coordinator: Rebecca Springer

Deliverables:

Number	Description	Due Date
11.1	Draft reservoir permit application for City/Ecology review and comment.	5/30/28
11.2	Final reservoir permit application.	6/30/28

Budget Table:

Task	Description	Task Cost	FY27 Estimated Total	FY28 Estimated Total	Grant Funding Requested
1	Project Administration / Management	\$8,640	\$0	\$8,640	\$8,640
2	Data Assembly and Collection	\$180,000	\$100,000	\$80,000	\$100,000
3	Conceptual Hydrogeologic Model	\$43,505	\$20,000	\$23,505	\$35,000
4	Legal Framework and Water Rights	\$23,305	\$0	\$23,305	\$20,000
5	Engineering Evaluation of Municipal Water System	\$27,925	\$0	\$27,925	\$15,000
6	Water Treatment Evaluation	\$66,220	\$0	\$66,220	\$0
7	Evaluate Potential Impact/Environmental Assessment	\$35,350	\$0	\$35,350	\$0
8	Operations Plan	\$7,770	\$0	\$7,770	\$0
9	Monitoring Plan	\$9,570	\$0	\$9,570	\$0
10	ASR Feasibility Study Report	\$70,630	\$0	\$70,630	\$7,360
11	Reservoir Permit Application	\$13,355	\$0	\$13,355	\$0
Estimated Totals		\$486,000	\$120,000	\$366,000 ⁽¹⁾	\$186,000

Note: (1) Contingent upon City Council approval of the City's 2027-28 budget.

City of Ellensburg ASR Feasibility Completion - Total Project Costs

Task	Description	Task Cost	2026 Estimated Total	2027-2028 Estimated Total	Grant Reimbursed
1	Project Administration / Management	\$8,640	\$0	\$8,640	\$8,640
2	Data Assembly and Collection	\$180,000	\$100,000	\$80,000	\$100,000
3	Conceptual Hydrogeologic Model	\$43,505	\$20,000	\$23,505	\$35,000
4	Legal Framework and Water Rights	\$23,305	\$0	\$23,305	\$20,000
5	Engineering Evaluation of Municipal Water System	\$27,925	\$0	\$27,925	\$15,000
6	Water Treatment Evaluation	\$66,220	\$0	\$66,220	\$0
7	Evaluate Potential Impact/Environmental Assessment	\$35,350	\$0	\$35,350	\$0
8	Operations Plan	\$7,770	\$0	\$7,770	\$0
9	Monitoring Plan	\$9,570	\$0	\$9,570	\$0
10	ASR Feasibility Study Report	\$70,630	\$0	\$70,630	\$7,360
11	Reservoir Permit Application	\$13,355	\$0	\$13,355	\$0
Estimated Totals		\$486,000	\$120,000	\$366,000 ⁽¹⁾	\$186,000

Note: (1) Contingent upon City Council approval of the City's 2027-28 budget.



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

Agenda Subject: Letter to Conditionally Selected Developer of the Ellensburg Fieldhouse Project Extending the Contract Negotiation Deadline

Submitted by: Christopher Horner, City Attorney

Department: City Attorney

Suggested Motion/Action:

Authorize the Mayor to sign a letter (as attached or in substantially similar form) to Central Paving, LLC, extending the contract negotiation deadline for the Ellensburg Fieldhouse Project to December 31, 2026.

Background/Summary:

On October 9, 2025, the City published a Request for Qualifications (RFQ)(R25-09) for Developer of Ellensburg Fieldhouse. The RFQ due date was November 14, 2025, and the City received one developer response, which was from Central Paving, LLC.

Central Paving, LLC, was subsequently conditionally selected by Council as the Ellensburg Fieldhouse developer, on the condition Central Paving, LLC agreed to the terms listed in the letter of intent. One of the terms listed in the letter of intent was a deadline of May 30, 2026, for the City and Central Paving, LLC to reach agreement on terms and conditions of the lease-leaseback contracts.

Previous Council Action:

On September 15, 2025, Council approved publication of an RFQ for Developer of Ellensburg Fieldhouse.

On March 2, 2026, Council conditionally selected Central Paving, LLC as developer for the Ellensburg Fieldhouse Project.

On June 1, 2026, Council granted a 60-day extension to the May 31, 2026 contract negotiation deadline.

Analysis:

Chapter 35.42 of the Revised Code of Washington (RCW) authorizes development of a facility on public property by means of a lease-leaseback transaction on terms acceptable to a developer and the City, that allows for:

- a. No part of the cost of construction of the facility shall ever be or become an obligation of the City;

- b. The City shall have a right to occupy the facility or a portion thereof based on exchange for lease payments agreed upon by the parties, which lease payments shall not exceed prevailing rates for comparable space;
- c. Upon the expiration of the lease, and unless an earlier purchase option is exercised, the facility shall become the property of the City.

Since March 2, 2026, when Council conditionally selected Central Paving, LLC as the developer of the Ellensburg Fieldhouse project, the City and Central Paving, LLC have made substantial progress on developing the contract. However, given the complexity of the project, and the desire by both the City and Central Paving, LLC to have additional time to finalize the design and financing details of the agreement, and allow time for Council to review the proposed final agreements, an extension of the contract negotiation deadline to December 31, 2026, will be helpful for both parties.

Financial Impact:

An extension to the contract negotiation deadline is anticipated to have no or minimal financial impact to the City.

Budget Adjustment: No

Attachments:

1. Letter of Intent-Second Extension



**501 North Anderson Street
Ellensburg, Washington 98926
Telephone: (509) 962-7230**

August 17, 2026

Central Paving, LLC
Attn: Joel Greear, Managing Member
1410 W Dolarway Road, Ste 301
Ellensburg, WA 98926

RE: Letter of Intent-Ellensburg Fieldhouse R25-09- Deadline Extension to December 31, 2026

Dear Mr. Greear:

As you are aware, on March 2, 2026, the City conditionally selected Central Paving, LLC, as the Ellensburg Fieldhouse developer, with a specific condition that terms on the lease-leaseback contracts be agreed to by May 30, 2026. Council approved a 60-day extension on June 1, 2026.

However, given the City and Central Paving, LLC, have been working collaboratively and have made substantial progress on developing the contract, given the complexity of the project, and the desire by both the City and Central Paving, LLC to have additional time to finalize the design and financing details of the agreement, the City hereby grants a second extension, to December 31, 2026, to the contract negotiation deadline.

All other terms and conditions of the March 2, 2026 Letter of Intent remain in full force and effect.

We appreciate Central Paving, LLC's collaboration and efforts on contract drafting, as this is an exciting project for our community!

Sincerely,

Rich Elliott, City of Ellensburg Mayor

Acknowledgement of Developer Selection Conditions

I acknowledge that I have read and understand the developer selection conditions listed in the Central Paving, LLC, Letter of Intent, relating to the City's RFQ for Developer of Ellensburg Fieldhouse .

ORIGINAL SIGNATURE OF AUTHORIZED OFFICIAL

Signature:

Title:

Name:

Date:

Organization:



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

Agenda Subject: Approve HopeSource Letter of Support
Submitted by: Betsy Dunbar, Transit Manager
Department: Public Works

Suggested Motion/Action:
Approve the Letter of Support as attached or in substantially similar form.

Background/Summary:
HopeSource has requested that the City of Ellensburg supply a Letter of Support for the match funds for the HopeSource Kittitas County Connector and Dial A Ride to include in their Consolidated Grant Application for the 2027-2029 biennium. The funding for the match funds is included in the Transit Development Plan and in the 2027-2029 Transit Budget. The City of Ellensburg has committed match funds for the Kittitas County Connector and Dial A Ride since 2019

Previous Council Action:
The City Council approved the Letter of Support for match funds for the HopeSource Kittitas County Connectors and Dial A Ride for the 2025-2027 biennium on August 27, 2025.

Analysis:
The Kittitas County Connector and Dial A Ride services are excellent choices for anyone traveling to and from Ellensburg for work, shopping, education, and other essential services. The services are also useful for trips from Ellensburg to the Upper and Lower Counties. Dial-A-Ride further supports riders who are not eligible for ADA paratransit.

Financial Impact:
The funding for the Kittitas County Connector and Dial A Ride Match is included in the proposed 2027-2028 Public Transit Budget.

Budget Adjustment: No

Attachments:
1. HopeSource Match Support Letter-1



OFFICE OF THE CITY MANAGER

501 North Anderson Street
Ellensburg, WA 98926
Ph: (509) 962-7221

August 8, 2026

Susan Grindle
Chief Executive Officer
HopeSource
606 W 3rd Ave.
Ellensburg, WA 98926

Re: Matching Funds for WSDOT Consolidated Grant Program

The City of Ellensburg is pleased to partner with HopeSource to support public transportation in Kittitas County. We are willing to commit a total of \$252,626.00 toward the proposed match funds, subject to the City Council's biannual budget approval needed for HopeSource's applications for the 2027-2029 biennium WSDOT Consolidated Grant Program

- Sustaining Kittitas County Connector operations
- Sustaining Dial-A-Ride operations
- Vehicle replacement for Kittitas County Connector
- Vehicle replacement for Dial-A-Ride

We recognize the value public transportation plays in our community, connecting residents to employment, education, healthcare, social services, and other essential needs.

Please contact me at 509-962-7221 or cerniweyh@ellensburgwa.gov if you have any questions.

Sincerely,

Heidi Behrends Cerniwey
City Manager

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: 2026.08.10 16:00:23 -07'00'

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 AUGUST 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	175240	TO	175394	\$ 541,024.05
EFT #'s	8105	TO	8118	\$ 297,185.77
Treasure Cash				Total Amounts
EFT #'S	1909	TO	1931	\$ 449,006.11
Check #'s	34651	TO	34654	\$ 364.00
Payroll Fund				Total Amounts
Check #'s	96612	TO	96613	\$ 5,165.73
Direct Deposits	93530	TO	93801	\$ 653,512.11

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

ATTEST: _____
CITY CLERK



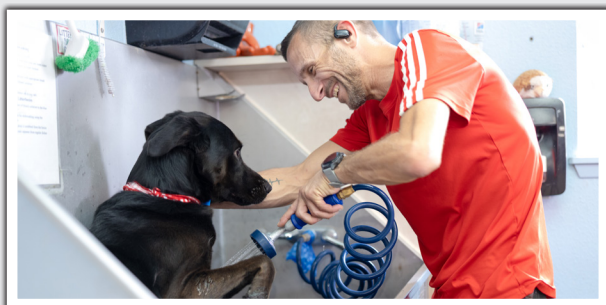
WHY IT MATTERS

Ellensburg is a community that cares, and our animals deserve an organization that reflects that. By establishing the Ellensburg Humane Society as a recognized local brand, we are building something that belongs to this community for the long term.

A strong local humane society means:

- More animals saved and adopted locally
- Fewer strays on our streets
- Better public health through vaccination and sterilization programs
- A community resource families can count on

**NOT JUST A SHELTER.
A COMMUNITY PARTNER.**



GET INVOLVED

There are so many ways to be part of what we are building.

ADOPT:

Give a pet a second chance and a forever home.

FOSTER:

Open your home temporarily to an animal in need while they wait for their perfect family.

VOLUNTEER:

From dog walking to community events, your time makes a real difference.

DONATE:

Every dollar goes directly toward the care of animals in our community.

SPREAD THE WORD:

Follow us, share our animals, and help us find them homes.



Proudly operated by the Yakima Humane Society

1007 Industrial Way - Ellensburg, WA 98926

509.925.7387

contact@ellensburghumane.org



WWW.ELLENSBURGHUMANE.ORG

Introducing the



ELLENSBURG
HUMANE SOCIETY



**Serving
Kittitas County**

EVERY PET DESERVES A CHANCE. HELP US GIVE THEM ONE.



WHO WE ARE

The Ellensburg Humane Society is the new face of animal welfare in Kittitas County. Since 2022, the Yakima Humane Society has proudly operated the Ellensburg Animal Shelter, caring for thousands of pets and the families who love them.

As of 2026, we have made it official with a new name, a stronger local identity, and a renewed commitment to this community we are proud to call home.

**SAME TEAM.
SAME MISSION.
A BOLD NEW CHAPTER.**

WHAT WE DO

Every animal that comes through our doors receives compassionate care, a safe place to rest, and a path to a loving home.



OUR SERVICES INCLUDE:

ADOPTIONS

We match pets with loving families and make the process simple, affordable, and rewarding.

SPAY AND NEUTER SERVICES

Every pet adopted through us is spayed or neutered, micro-chipped, and vaccinated before going home. We also provide access to low-cost spay and neuter services for Kittitas County residents through our clinic in Yakima.

COMMUNITY PROGRAMS

From our pet food pantry to low-cost vaccine and microchip clinics, we are here to help families keep their pets healthy and at home.

STRAY AND RESCUE SERVICES

We work proactively to reduce stray populations and provide rehabilitation and second chances for animals in need.



OUR IMPACT

Back in 2022, roughly 400 animals were coming through the doors of the Ellensburg Animal Shelter each year. Today, that number has quadrupled. We expect to care for over 1,600 homeless pets this year alone, a reflection of both the growing need in our community and the trust that has been placed in us to meet it.

As the demand for our services grows, so does the need for community support. Every adoption, donation, and volunteer hour helps us keep pace with that need and ensure no animal in Kittitas County goes without care.

THE NUMBERS SPEAK FOR THEMSELVES.



	Residency Requirement	Members within City Limits	Members outside City Limits	CWU-Appointed	ESD-Appointed	Ex Officio (EHS-Appointed)	Utility Customers	Alternates	Total Members	Current Vacancies	Applicant Name
Access, Advocacy, Equity, & Engagement	Y	4	3	N/A	N/A	N/A	N/A	N/A	9	2	
Affordable Housing Commission	Y	5	1	N/A	N/A	N/A	N/A	N/A	7	1	
Arts Commission	N	5	2	N/A	N/A	N/A	N/A	N/A	7	0	
Civil Service Commission	Y	2	0	N/A	N/A	N/A	N/A	N/A	3	1	
Ellensburg Transportation Advisory Committee	N	4	1	2*	1*	N/A	N/A	1	7	2 (1 alternate)	
Environmental Commission	Y	4	1	1*	1*	1*	N/A	N/A	7	1 (EHS appointment)	
Landmarks & Design Commission	Y	6	1	N/A	N/A	N/A	N/A	N/A	7	0	
LEOFF Board	Y	3	1	N/A	N/A	N/A	N/A	N/A	5	1	
Library Board	Y	7	0	N/A	N/A	N/A	N/A	N/A	7	0	
Lodging Tax Advisory Committee	N	4	1	N/A	N/A	N/A	N/A	N/A	7	2	Steve Reid
Parks & Recreation Commission	Y	4	1	N/A	N/A	N/A	N/A	N/A	7	2	
Planning Commission	Y	6	0	N/A	N/A	N/A	N/A	N/A	7	1	
Utility Advisory Committee	N	6	0	1*	N/A	N/A	4	N/A	7	0	

*Residency of appointed members may not be required or recorded

From: noreply@civicplus.com
To: [Gretchen Delaford](#)
Subject: [Ext] Online Form Submittal: Application for Appointment
Date: Monday, June 8, 2026 8:55:58 AM

CAUTION - EXTERNAL EMAIL: The email below is from an external source. Please exercise caution before opening attachments, clicking links, fulfilling requests, or following guidance.

Application for Appointment

Application for Appointment

For volunteering to serve on a Board or Commission.

Please note that information provided on this application form is subject to Chapter 42.56 RCW: Public Records Act. If recommended for appointment, your application will be submitted to the City Council in the public agenda packet.

Boards & Commissions	Lodging Tax Advisory Committee
----------------------	--------------------------------

Have you attended a meeting for the board or commission you are applying to?	No
--	----

Name of Applicant:	Steve reid
--------------------	------------

Address	
---------	--

Mailing Address (If Different)	Field not completed.
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City	Ellensburg
------	------------

State	WA
-------	----

Zip	98926
-----	-------

Email Address	
---------------	--

Phone Number	
--------------	--

Length of Residency in Kittitas County	6 years
--	---------

Do you live within the city limits? Yes

ECC 1.12.120 Residency qualification. Except where a commission, board or committee specifically requires city residency as a condition of appointment, members of all other commissions, boards and committees shall maintain residency within the Kittitas County limits. "Residency," as used herein, means residing within the city or county limits, as applicable, both at the time of appointment and for at least 270 days within each calendar year for the duration of the member's term, but shall not include any period for which a member is absent due to military service.

Occupation Status and Background: Currently The Ames House Bed and Breakfast, prior to that I was an Implementation specialist for Enterprise software in companies ranging from 5 million to 5.5 billion dollars in revenue.

Organization Affiliations: On the Board for Ellensburg Downtown Association (EDA), Parking Committee, active volunteer when and where needed

Why are you seeking appointment? As a contributor to LTAC as well as traveling extensively for the past 25 years (My record year was 278 nights in a hotels), both business and pleasure, I feel qualified to assist on the committee to influence LTAC

Will you be able to attend meetings regularly if appointed? Yes

If your first choice, as listed above, is not available, which other boards or commissions would you be interested in serving on?

Boards & Commissions Ellensburg Transportation Advisory Committee

Boards & Commissions *Field not completed.*

Email not displaying correctly? [View it in your browser.](#)



TO: City Council
FROM: Lodging Tax Advisory Committee
DATE: August 17, 2026

RE: Recommendation of Appointment to Lodging Tax Advisory Committee

The Lodging Tax Advisory Committee (LTAC) 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.

On June 26, 2026, Steve Reid, owner/operator of The Ames House, a bed and breakfast located in downtown Ellensburg, submitted an application for consideration to the Lodging Tax Advisory Committee.

Two members of the current Lodging Tax Advisory Committee, Chair, Sarah Beauchamp, Steve Townsend, and one staff member, Kelle Vandenberg serve as the recruitment committee, and based on his qualifications, record of serving the community, and scoring during the interview, recommended Steve Reid to serve as a member of LTAC, filling a vacancy in the lodging industry whose term would expire on December 31, 2027, and be eligible for reappointment thereafter.



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

Agenda Subject: Public Presentation of Historic Resource Map (Public Comment Opportunity)
Submitted by: Stacey Henderson, Planning Manager
Department: Community Development

Suggested Motion/Action:
For informational purposes only.

Background/Summary:

The Department of Archaeology and Historic Preservation (DAHP), issues grant funds to Certified Local Governments (CLG) on a yearly basis. This funding is available to CLG communities to support a wide range of preservation-related projects. Possible grant funding projects include surveys to identify historic resources, sponsoring the creation of national register applications, or the development of design guidelines for historic districts.

The City of Ellensburg was awarded CLG Grant funding to complete a historic resource story map. The City of Ellensburg has two local landmarks historic districts and several individually listed local landmarks properties. This list of properties and their associated historical information are not currently digitized and cannot be found online beyond the district boundaries on the City GIS map.

The Landmarks and Design Commission recommended applying for the CLG Grant to create a publicly available historic resource map. The proposal was to create a story map that provides the information of each listed property, and makes it available to the public. Digitizing the local register in this way makes the information accessible to the community, easily searchable, and the map can be built upon in the future.

Previous Council Action:
None

Analysis:

The City was awarded \$15,000 in CLG Grant funding, to create an online historic resource map that included our local historic register properties. This map is intended to be the baseline information to remain on the City website for public access. Future projects can include adding new historical information as provided.

The map can currently be found on the Landmarks and Design Commission page: <https://www.ci.ellensburg.wa.us/91/Landmarks-Design-Commission>

Financial Impact:

Budget Adjustment: No

Attachments:

None



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

Agenda Subject: Second Reading of Ordinance 4994, Vacating a City Easement Located Between Catherine Cottages and Radio Road (Public Comment Opportunity)

Submitted by: Christopher Horner, City Attorney

Department: City Attorney

Suggested Motion/Action:

Move to conduct second reading and adoption of Ordinance 4994, vacating a City easement located between Catherine Cottages and Radio Road, and authorize the City Manager to sign and record any necessary documents to complete this action.

Background/Summary:

On January 28, 1983, Gwendolyn P. Hall granted the City a 5' easement located on the eastside of Lot 1 of the Margaret's Addition Plat, between Catherine Cottages and Radio Road. The easement is not currently used by the City, and the City received a written petition (attached) from the current adjacent property owners, to vacate the easement.

Previous Council Action:

On May 18, 2026, Council authorized the Mayor to sign a letter of intent conditionally approving Habitat for Humanity's application to develop affordable housing on the Catherine property. However, following public comment and Council discussion, Mayor Elliott also requested that further discussion about the walkway easement between Catherine Cottages and Radio Road be placed on a future Council agenda.

On June 15, 2026, Council directed staff to initiate a process that would allow Council to make a formal decision on whether to vacate the 5' easement.

On July 6, 2026, Council adopted Resolution No. 2026-16 which set a public hearing for the August 3, 2026 Council meeting to consider vacating the City easement located between Catherine Cottages and Radio Road. Resolution 2026-16 also directed the City Clerk to provide public notice at least 20 days before the public hearing, by posting written notice of the time and place fixed for the public hearing. The written notice was posted in three public places in the City, on the City website, published in the Daily Record, and also posted in a conspicuous place in the easement itself. The City Clerk also provided written notice to the property owners abutting the easement.

On August 3, 2026, Council conducted a public hearing and approved first reading of Ordinance 4994.

Analysis:

If Council approves second reading and adoption of Ordinance 4994, a copy of the ordinance would then be recorded with the Kittitas County Auditor's Office, which would formally vacate the easement.

It is important to note Ordinance 4994 would not address the 10' easements created by the Margaret's Addition Plat. Modifications to the 10' easements would require completing the subdivision plat alteration process set forth in Ellensburg City Code 15.260.110(c), and would also require an application signed by the majority of the persons having an ownership interest in the subject subdivision.

Financial Impact:

Other than Auditor's Office recording fees, there would be minimal financial impacts to Ordinance 4994, as the 5' easement between Catherine Cottages and Radio Road is not currently in use by the City.

Budget Adjustment: No

Attachments:

1. Letter requesting vacation of easement
2. Ordinance 4994 - Vacating a City Easement (8.3.26)
3. Exhibit A - Margaret's Addition (city files)
4. 1304RadioEasementdedication467335

Dear City of Ellensburg Mayor and City Council Members,

We, Elizabeth Scully and Logan Scully, property owners of Lot 1, Margaret's Addition, 1304 E. Radio Road, and Dale McPherson, property owner of Lot 2, Margaret's Addition, 1306 E. Radio Road, respectfully request that the City vacate the 5-foot easement located along the east side of Lot 1 and the west side of Lot 2, as recorded on January 28, 1983.

Please refer to the attached Dedication Deed for the recorded easement.

Thank you for your consideration of this request.

Sincerely,

Elizabeth Scully, Logan Scully, and Dale McPherson

Elizabeth Scully

Logan Scully

Dale McPherson

ORDINANCE NO. 4994

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, RELATING TO VACATING A CITY EASEMENT LOCATED BETWEEN CATHERINE COTTAGES AND RADIO ROAD.

WHEREAS, on January 28, 1983, Gwendolyn P. Hall granted the City, via dedication deed, a 5-foot pedestrian walkway easement located on the eastside of Lot 1 of the Margaret's Addition Plat, between Catherine Cottages and Radio Road, recorded as Kittitas County Auditor file no. 467335;

WHEREAS, a petition, which was signed by both of the current adjacent property owners, was submitted to the City Clerk on June 30, 2026, requesting vacation of the 5-foot pedestrian walkway easement located between Radio Road and Catherine Cottages;

WHEREAS, on July 6, 2026, Council adopted Resolution No. 2026-16 which set a public hearing for the August 3, 2026, Council meeting to consider vacating the City easement located between Catherine Cottages and Radio Road;

WHEREAS, the City Clerk has provided public notice at least 20 days before the public hearing, by posting written notice of the time and place fixed for the public hearing, in three public places in the City, as well as in a conspicuous place in the easement itself. The City Clerk also provided written notice to the property owners abutting the easement. Proper notice of the public hearing and mailing and posting requirements were completed in accordance with applicable law, including RCW 35.79.020; and

WHEREAS, City staff has conducted an analysis of the vacation request and determined that the pedestrian walkway easement is no longer being used for walkway purposes and is not likely to be useful to the City at any foreseeable point in the future; and

WHEREAS, on August 3, 2026, the City Council held a public hearing to consider the petition and public comments and evaluated the need for the easement, adequate compensation, and the public interest and benefits of said vacation; and

WHEREAS, the City Council finds that the City has no current or future need for the easement; and

WHEREAS, the City Council finds that no compensation should be required from the petitioners in exchange for vacating the easement; and

WHEREAS, the City Council finds that the public use, benefit, and welfare will best be served by the vacation of the 5-foot pedestrian walkway easement located between Radio Road and Catherine Cottages; and

WHEREAS, said vacation has been the subject of consideration and a decision by the City pursuant to applicable law, including Chapter 35.79 RCW; and

WHEREAS, the City Council finds that the easement as described herein should be vacated.

NOW, THEREFORE, the City Council of the City of Ellensburg, Washington do hereby ordain as follows:

Section 1. Recitals. The recitals set forth above are hereby adopted and incorporated as findings of fact and/or conclusions of law of the City Council pursuant to the requirements of applicable law, including Chapter 35.79 RCW. The City Council bases its findings and conclusions on the entire record of testimony and exhibits, including all written and oral testimony before the City Council.

Section 2. Easement Vacated. The 5-foot pedestrian walkway easement located on the eastside of Lot 1 of the Margaret's Addition Plat, between Catherine Cottages and Radio Road, and depicted on Exhibit A, is hereby vacated.

Section 3. No Compensation Required. No compensation shall be required as a condition of vacating the easement.

Section 4. Certified Copy of Ordinance. The City Clerk is hereby directed to record a copy of this Ordinance with the Kittitas County Auditor's Office. This vacation and the transfer of title to petitioners shall be effective at such time as this ordinance is properly published and recorded in the Kittitas County Auditor's Office. Costs of recording shall be the responsibility of the petitioners. Following recording of this ordinance, a certified copy shall be sent to the Kittitas County Treasurer's Office.

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

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

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

The foregoing ordinance was passed and adopted at a regular meeting of the City Council on the ____ day of August, 2026.

MAYOR

ATTEST:

CITY CLERK

Approved as to form:

CITY ATTORNEY

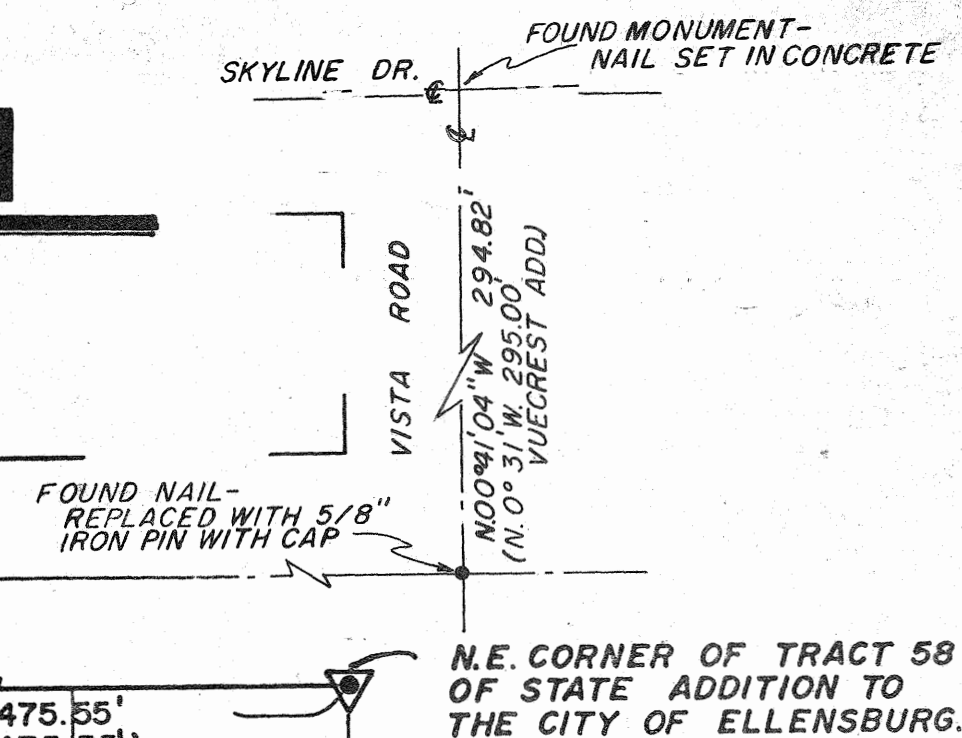
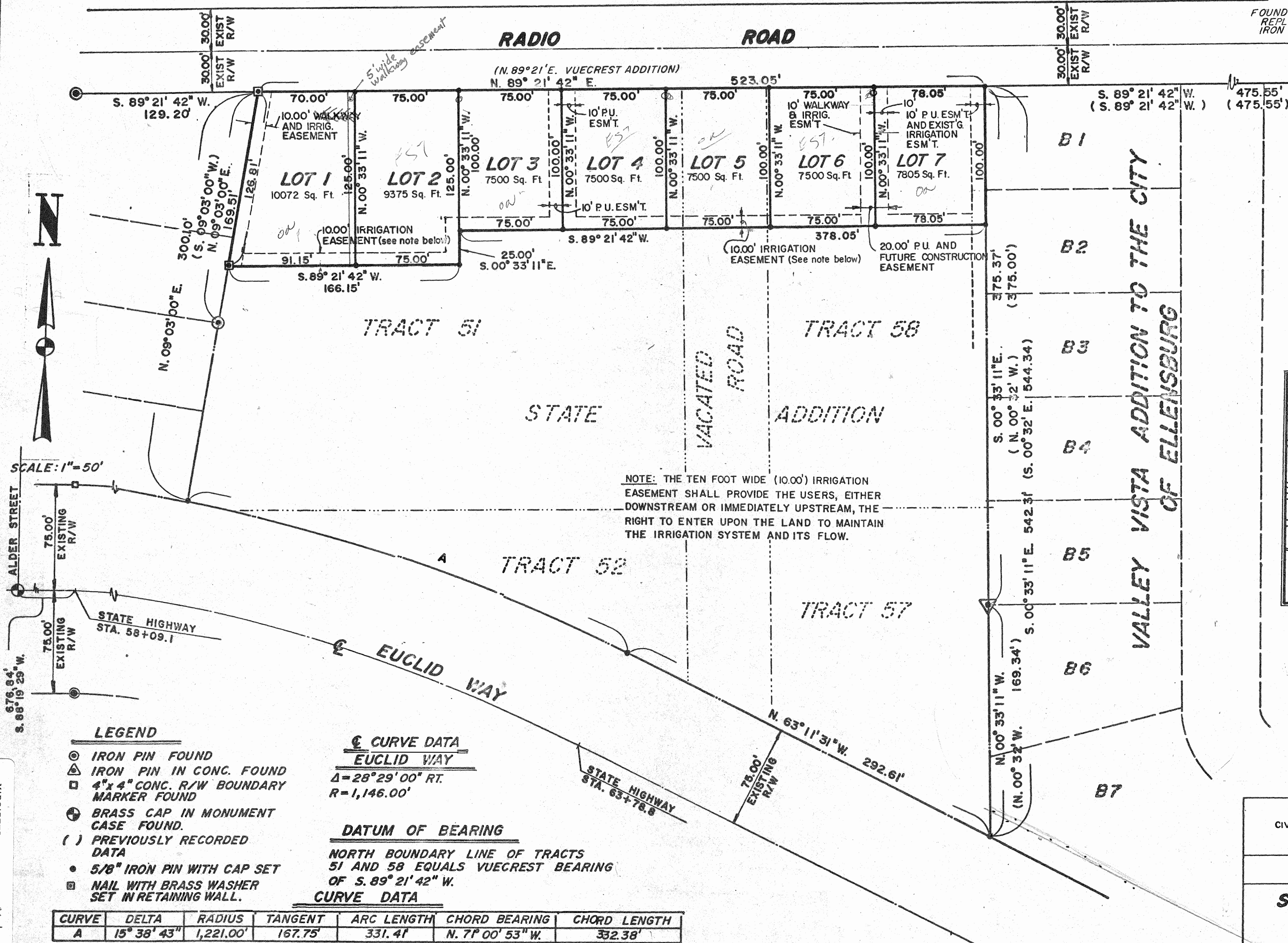
Publish:

I, Beth Leader, City Clerk of said City, do hereby certify that Ordinance No. 4994 is a true and correct copy of said Ordinance of like number as the same was passed by said Council, and that Ordinance No. 4994 was published as required by law.

BETH LEADER

MARGARET'S ADDITION to the City of Ellensburg

VUECREST ADDITION TO THE CITY OF ELLENSBURG



F. C. SKINNER ENGINEERING
CIVIL ENGINEERING - TRAMWAY ENGINEERING - SURVEYING
P. O. BOX 716 - ELLENSBURG, WASH. 98926
Office at West End of U.S. Forest Service Bldg. on Mt. View Ave.

MARGARET'S ADDITION

**SECTION 36, TWN. 18 NORTH,
RANGE 18 EAST, W.M.
KITITAS COUNTY**

DESIGNED BY **F.C.S.** DATE **7-77** SCALE **1" = 50'**
DRAWN BY **T.B.M.** DATE **8-77** SHEET **1** OF **2**
CHECKED BY **EARL S.** DATE **12-77** PROJECT NO. **72.77**

MARGARET'S ADDITION

APPROVALS

EXAMINED AND APPROVED by the Ellensburg City Manager this 24th day of Jan, 1978.

Robert H. Galt
Ellensburg City Manager

EXAMINED AND APPROVED by the Ellensburg City Engineer this 27th day of JAN, 1978.

Thomas J. Chini
Ellensburg City Engineer

EXAMINED AND APPROVED by the Ellensburg Planning Commission this 27th day of JAN, 1978.

James E. Farrell
Planning Commission Chairman

EXAMINED AND APPROVED by the Ellensburg City Mayor this 27 day of Jan, 1978.

David M. [Signature]
Ellensburg City Mayor

ATTEST:

Gertrude N. Erickson
City Clerk

This is to certify that all taxes of Kittitas County Lot 57 & 58 Tr 42 & 84 of 36-18-18 and CID assessment which includes up to and including 1978 taxes have been paid.

Bette J. Spence
Kittitas County Treasurer

CERTIFICATION OF AUDITOR

Filed for record at the request of the City of Ellensburg this 2nd day of February, 1978, at 12:43 o'clock P.M., and recorded in Volume 7 of Plats, on Page 31 & 32, records of Kittitas County, Washington.

Beverly M. Clarke
Kittitas County Auditor

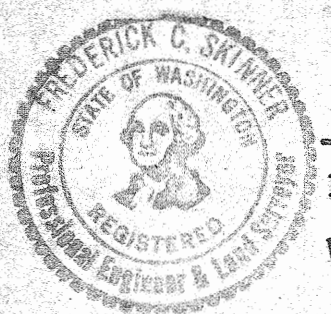
W. Wina
Deputy County Auditor

LEGAL DESCRIPTION

That Part of Tracts 51 and 58, STATE ADDITION TO THE CITY OF ELLENSBURG NUMBER 1, County of Kittitas, State of Washington, as per plat thereof recorded in Book 2 of Plats, page 48, records of said county, which is described as follows:

A tract of land bounded by a line beginning at the Northeast corner of Tract 58 of said addition; thence South 89°21'42" West along the Southerly boundary line of the city street known as Radio Road and the Northerly boundary line of said tract a distance of 475.55 feet to the True Point of Beginning; thence South 00°33'11" East along the West boundary line of the Plat known as Vally Vista Addition to the City of Ellensburg as per plat thereof recorded in Volume 3 of Plats, page 35, records of said county, a distance of 100.00 feet; thence South 89°21'42" West a distance of 378.05 feet; thence South 00°33'11" East a distance of 25.00 feet; thence South 89°21'42" West a distance of 166.15 feet; thence North 09°03'00" East a distance of 126.81 feet to the Southerly right-of-way boundary line of said city street and the Northerly boundary line of Tract 51; thence North 89°21'42" East along the Northerly boundary line of Tracts 51 and 58 of said addition to Ellensburg a distance of 523.05 feet to the True Point of Beginning, said line being parallel with and 30.00 feet Southerly of the center line of said city street. Containing 1.31 acres, more or less.

I HEREBY CERTIFY that the plat of MARGARET'S ADDITION is based on actual survey and subdivision of a portion of Tracts 51 and 58, together with a vacated county road 60 feet in width, lying between Tracts 51 and 58, STATE ADDITION TO THE CITY OF ELLENSBURG NO.1, located in Section 36, Township 18 North, Range 18 East, W.M.; that the distances and courses and angles are shown thereon correctly; that proper monuments have been set and lot corners are staked on the ground.



Frederick C. Skinner

Frederick C. Skinner, P.E. & L.S.

Wash. Professional Engineer & Land Surveyor No. 12491

January 6, 1978

DEDICATION

KNOW ALL MEN BY THESE PRESENTS that John R. DiMeo and Catherine M. DiMeo, Husband and Wife, the undersigned Owners in fee simple, of the herein described real property, do hereby declare, subdivide and plat as herein described and dedicate to the use of the public forever, all easements or whatever public property shown thereon and the use thereof for any and all public purposes.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this 13 day of January, A.D., 1978.

John R. DiMeo Catherine M. DiMeo
John R. DiMeo Catherine M. DiMeo

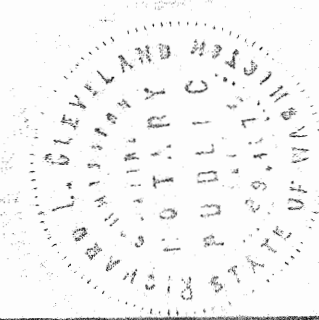
ACKNOWLEDGEMENT

STATE OF WASHINGTON }
County of Kittitas } SS

THIS IS TO CERTIFY that on this 13th day of January, A.D. 1978, before me, the undersigned, a Notary Public, personally appeared John R. DiMeo and Catherine M. DiMeo, husband and wife, to me known to be the persons who executed the foregoing dedication and acknowledge to me that they signed the same as their free and voluntary act and deed for the uses and purposes therein mentioned.

WITNESS My hand and official seal the day and year first written.

Richard L. Cleveland
Notary Public in and for the State of Washington, residing at Seattle.



F. C. SKINNER ENGINEERING
CIVIL ENGINEERING - TRAMWAY ENGINEERING - SURVEYING
P.O. BOX 716 - ELLENSBURG, WASH. 98926
Office at West End of U.S. Forest Service Bldg. on Mt. View Ave.

MARGARET'S ADDITION

**SECTION 36, TWN. 18 NORTH,
RANGE 18 EAST, W.M.
KITITAS COUNTY**

DESIGNED BY FGS DATE 7/77 SCALE NONE
DRAWN BY FGS DATE 12/77 SHEET 2 OF 2
CHECKED BY SGR DATE 12/77 PROJECT NO. 7277

467335

Real Estate Excise Tax
 BETTE A. GUNCE
 Kittitas County Treasurer

3.00

KITTITAS COUNTY AUDITOR
 FILED REQUEST OF: *City of Ellensburg*

DEDICATION DEED

By *[Signature]*

1983 JAN 31 PM 3:01
 Grantor, GWENDOLYN P. HALL, a single person, for good and valuable consideration, receipt of which is hereby acknowledged, hereby dedicates unto the CITY OF ELLENSBURG, WASHINGTON, a municipal corporation, Grantee, and to its successors and assigns, an easement for the construction and maintenance by Grantee of a pedestrian walkway over and across the following described property situated in the City of Ellensburg, County of Kittitas, State of Washington, to-wit:

The east five (5) feet of Lot 1, Margaret's Addition.

Grantor covenants not to obstruct said walkway with structures, plants or by any other means.

Grantee shall forthwith install and henceforth maintain a chain link fence with privacy slats to separate and screen the walkway from the remainder of said Lot.

DATED this 28th day of January, 1983.

Gwendolyn P. Hall

STATE OF WASHINGTON)
) ss
 County of Kittitas)

On this day personally appeared before me GWENDOLYN P. HALL to me known to be the individual described in and who executed the within and foregoing instrument, and acknowledged that she signed the same as her free and voluntary act and deed, for the uses and purposes therein mentioned.

GIVEN under my hand and official seal this 28th day of January, 1983.

[Signature]
 NOTARY PUBLIC in and for the
 State of Washington residing
 at Ellensburg.



*Ret: pane
 420 P. Hall
 Ellg*

OFFICIAL RECORDS

Vol 176 page 555



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

Agenda Subject: First Reading of Ordinance 4993 Amending Change Funds
(Public Comment Opportunity)
Submitted by: Sarah Thorson, Accounting Manager
Department: Finance

Suggested Motion/Action:

Move to conduct first reading of Ordinance 4993 amending Ellensburg City Code regarding Change Funds.

Background/Summary:

Ordinance 4993 would amend City Code to reduce the Library change and revolving fund's authorized amount from \$300 to \$238, and repeal City Code for the Animal Shelter change fund, and the Ellensburg Racquet and Recreation Center change fund.

The reduction to the Library change and revolving fund is due to the Hal Holmes Center no longer needing a till containing cash due to updating its cash receipting procedures. On July 10, 2024, the Library surrendered the \$62 that was being utilized by Hal Holmes for change, and it was deposited into the Treasurer's Cash bank account.

The Animal Shelter Change fund is no longer needed due to the Animal Shelter being operated by the Yakima Humane Society. \$150 of the Animal Shelter change fund was surrendered and deposited into the Treasurer's Cash bank account on February 1, 2022. The remaining \$50 of the Animal Shelter change fund was surrendered and deposited into the Treasurer's Cash bank account on December 30, 2022.

The Ellensburg Racquet and Recreation Center change fund is no longer needed due to the Ellensburg Raquet and Recreation Center being destroyed in a Fire on December 2, 2022.

Previous Council Action:

City Council adopted Ordinance 3632 in 1988 that established the Animal Shelter change fund and the Library change and revolving fund. City Council adopted Ordinance 4228 in 1999 that established the Ellensburg Raquet and Recreation Center change fund.

The Animal Shelter Change was revised by City Council in 1991 with the adoption of Ordinance 3756 and 2017 with the adoption of Ordinance 4763. The Library change and revolving fund was revised by City Council in 1989 with the adoption of Ordinance 3661, in 1991 with the adoption of Ordinance 3761, in 2005 with the adoption of Ordinance 4411, in 2006 with the adoption of Ordinance 4439, and in 2017 with the adoption of Ordinance 4763.

Analysis:

By amending City Code for the Library change and revolving fund, and repealing City Code for the Animal Shelter and Ellensburg Recreation and Racquet Center change funds, Article XIII aligns with how the Petty Cash Revolving and Change Funds for the City are currently being utilized.

Financial Impact:

There is no Financial Impact.

Budget Adjustment: No

Attachments:

1. 4993_Amending Change Funds_1st Reading 8.17.26

ORDINANCE NO. 4993

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, RELATING TO CHAPTER 2.16 “FUNDS”, AND AMENDING SECTION 2.16.2360, AND REPEALING SECTIONS 2.16.2280 AND 2.16.2610 OF THE ELLENSBURG CITY CODE

WHEREAS, the Ellensburg Public Library eliminated the need for a change drawer for the Hal Holmes Center due to updated operational procedures and surrendered \$62.00 of the Library change and revolving fund on July 10, 2024, and the cash was deposited into the Treasures Cash checking account;

WHEREAS, as a result of these actions, the amount needed for the Library change and revolving fund is \$238.00;

WHEREAS, the Ellensburg Animal Shelter is operated by Yakima Humane Society, eliminating the need for a change fund;

WHEREAS, the Ellensburg Racquet and Recreation Center was destroyed in a fire in 2022, eliminating the need for a change fund;

NOW, THEREFORE, the City Council of the City of Ellensburg, Washington do hereby ordain as follows:

Section 1. Section 2.16.2360 of the Ellensburg City Code, as last amended by Section 1 of Ordinance 4763, is hereby amended to read as follows:

2.16.2360 Library change and revolving fund established

There shall be established a library revolving petty cash fund in the amount of ~~\$300.00~~ \$238.00 for the purpose of making change, payment of miscellaneous small purchases or freight and postage charges due on library materials, supplies and equipment. All expenditures from the fund shall be supported by proper receipts with reimbursements authorized from the claims fund upon presentation of the receipts with vouchers to the city council.

(Ord. 4763 § 1, 2017; Ord. 4439 § 1, 2006; Ord. 4411 § 1, 2005; Ord. 3761 § 1, 1991; Ord. 3661 § 1, 1989; Ord. 3632 § 2, 1988)

Section 2. Section 2.16.2280 of the Ellensburg City Code, as last amended by Section 1 of Ordinance 4763, is hereby repealed:

~~2.16.2280 Animal shelter change fund established~~

~~There shall be established an animal shelter change fund in the amount of \$200.00 for the purpose of making change.~~

~~(Ord. 4763 § 1, 2017; Ord. 4356, 2003; Ord. 4104, 1997; Ord. 3632 § 2, 1988)~~

Section 3. Section 2.16.2610 of the Ellensburg City Code, as last amended by Section 1 of Ordinance 4763, is hereby repealed:

~~2.16.2610 Ellensburg Racquet and Recreation Center change fund~~

~~There shall be established an Ellensburg Racquet and Recreation Center change fund in the amount of \$100.00 for the purpose of making change.~~

~~(Ord. 4763 §§ 1, 6, 2017; Ord. 4228, 1999)~~

~~**Note** — Formerly 2.16.4460.~~

Section 4. Severability. If any portion of this ordinance is declared invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect the validity of the remaining portion(s) of this ordinance.

Section 5. Corrections. Upon the approval of the City Attorney, the City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 6. Effective Date. This ordinance shall take effect and be in force five (5) days after its passage, approval and publication.

The foregoing ordinance was passed and adopted at a regular meeting of the City Council on the _____ day of August 2026.

MAYOR

ATTEST:

CITY CLERK

Approved as to form:

CITY ATTORNEY

Publish:

I, Beth Leader, City Clerk of said City, do hereby certify that Ordinance No. 4993 is a true and correct copy of said Ordinance of like number as the same was passed by said Council, and that Ordinance No. 4993 was published as required by law.

Beth Leader



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

Agenda Subject: Proposed Ordinance 4995 Traffic Code Revisions – First Reading (Public Comment Opportunity)
Submitted by: Derek Mayo, Engineering Manager, Josh Mattson, Assistant City Engineer
Department: Public Works

Suggested Motion/Action:

Move that Council consider first reading of Traffic Code Ordinance 4995.

Background/Summary:

An ordinance is required to revise regulatory signing on the city street system. The proposed changes include updates to the following traffic code sections:

- ECC 8.36.040 Two-way stop intersections designated – Procedures required.
- ECC 8.36.080 All-way stop intersections designated – Procedures required.
- ECC 8.36.120 Stopping required at certain cross-streets – Procedures.

Previous Council Action:

No previous Council Action

Analysis:

Staff have reviewed and are in support of the following traffic code revisions:

- Code correction by removing the intersection of Chestnut St at Third Ave from the two-way stop intersections traffic code since it is correctly identified in the all-way stop intersection traffic code.
- Convert Fifth Avenue/Chestnut Street from a two-way stop to an all-way stop by removing the intersection of Chestnut St at Fifth Ave from the two-way stop intersection traffic code and adding it to the all-way stop intersection traffic code. The recently completed traffic level of service analysis with the city's comprehensive plan update identifies this intersection as nearly failing and needing to be converted to an all-way stop to maintain adopted service levels. Several complaints have also been received regarding the two-way stop control at the intersection.
- Add stop sign to Southbound Chestnut at Umptanum Road. Amend Code for southbound traffic on Chestnut St at Umptanum Rd to the stopping required at certain cross-streets traffic code. This intersection is currently uncontrolled and would benefit from adding southbound stop control due to increased traffic through the intersection to access residential developments further south.

Financial Impact:

Minimal cost to the Street Fund.

Budget Adjustment: No

Attachments:

1. Ordinance 4995 - Title 8 Traffic Update 2026

ORDINANCE NO. 4995

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, RELATING TO TITLE 8 “TRAFFIC” AND AMENDING SECTIONS 8.36.040, 8.36.080 AND 8.36.120 OF THE ELLENSBURG CITY CODE

WHEREAS, City staff is requesting an update to ECC 8.36.040 and 8.36.080 to make a correction in the two-way stop-controlled traffic code and convert a two-way stop-controlled intersection to all-way stop control; and

WHEREAS, City staff is requesting an update to ECC 8.36.120 to convert an uncontrolled intersection to require stopping at a certain cross-street; and

NOW, THEREFORE, the City Council of the City of Ellensburg, Washington do hereby ordain as follows:

Section 1. Section 8.36.040 of the Ellensburg City Code, as last amended by Section 2 of Ordinance 4948, is hereby amended to read as follows:

8.36.040 Two-way stop intersections designated—Procedures required.

The following intersections, when appropriately signed, are designated as two-way stop streets, and all traffic proceeding on the first street indicated shall first come to a complete stop before proceeding into the intersection with the second designated street, then enter with due caution and yield the right-of-way to all other traffic proceeding on each such designated cross-street:

Alder St. at Sanders Road

Alder St. at Third Ave.

Anderson St. at Fifth Ave.

Anderson St. at Fourth Ave.

Anderson St. at Manitoba Ave.

Anderson St. at Seventh Ave.

Anderson St. at Tacoma Ave.

Anderson St. at Third Ave.

"B" St. at Eleventh Ave.

Berry Road at Burlington Northern Railroad Tracks

Bull Road and Willow St. at Mountain View Ave.

"C" St. at Ninth Ave.

"C" St. at Tenth Ave.

Chason Ave. at Ellington St.

Chason Ave. at Gail Road

~~Chestnut St. at Third Ave.~~

Chinook Ave. at Ellington St.

Cle Elum St. at Seventh Ave.

Cle Elum St. at Sixth Ave.

Cobblefield St. at Idaho Ave.

Countryside Ave. at Airport Road

Countryside Ave. at Ellington St.

Countryside Ave. at Gail Road

Delphine St. at Eleventh Ave.

Delphine St. at Tenth Ave.

Eleventh Ave. at Columbia St.

Eleventh Ave. at Okanogan St.

Ellington St. at Bender Road

Elliot St. at Fourth Ave.

Elliot St. at Second Ave.

Elliot St. at Third Ave.

~~Fifth Ave. at Chestnut St.~~

First Ave. at Alder St.

First Ave. at Chestnut St.

First Ave. at Main St.

First Ave. at Maple St.

First Ave. at Pearl St.
First Ave. at Pine St.
First Ave. at Poplar St.
First Ave. at Sampson St.
First Ave. at Walnut St.
First Ave. at Water St.
Fourteenth Ave. at Columbia St.
Fourteenth Ave. at Okanogan St.
Fourteenth Ave. at Water St.
Fourteenth Ave. at Main St.
Fourth Ave. at Alder St.
Fourth Ave. at Chestnut St.
Fourth Ave. at Kittitas St.
Fourth Ave. at Lincoln St.
Fourth Ave. at Maple St.
Fourth Ave. at Ruby St.
Fourth Ave. at Walnut St.
Fourth Ave. at Water St.
Greenfield Ave. at Alder St.
Greenfield Ave. at Spar Lane
Greenfield Ave. at Water St.
Helena Ave. at Alder St.
Hobert Ave. at Chestnut St.
Hobert St. at Magnolia Ave.
Ian Ave. at Ellington St.

Jackson Ave. at Pearl St.
Kittitas St. at Fifth Ave.
Kittitas St. at Third Ave.
Kittitas St. at Seventh Ave.
Kittitas St. at Sixth Ave.
Kristen Ave. at Gail Road
Manitoba Ave. at Chestnut St.
Manitoba Ave. at Maple St.
Maple St. at Capitol Ave.
Maple St. at Third Ave.
McIntosh St. at Greenfield Ave.
Nanum St. at Seventh Ave.
Ninth Ave. at Columbia St.
Ninth Ave. at Okanogan St.
Ninth Ave. at University Way
Ninth Ave. at Water St.
Pacific St. at Fifth Ave.
Pearl St. at Capitol Ave.
Pearl St. at Manitoba Ave.
Pearl St. at Seventh Ave.
Pfenning Road at Vantage Hwy.
Pine St. at Seventh Ave.
Pine St. at Third Ave.
Poplar St. at Capitol Ave.
Poplar St. at Second Ave.

Poplar St. at Third Ave.
Poplar St. at University Way
Remington Dr. at Airport Rd.
Ruby St. at Manitoba Ave.
Sampson St. at Capitol Ave.
Sampson St. at Fifth Ave.
Sampson St. at Fourth Ave.
Sampson St. at Seventh Ave.
Sampson St. at Tacoma Ave.
Sampson St. at Third Ave.
Seattle Ave. at Maple St.
Seattle Ave. at Willow St.
Second Ave. at Alder St.
Second Ave. at Anderson St.
Second Ave. at Chestnut St.
Second Ave. at Dennis St.
Second Ave. at Main St.
Second Ave. at Maple St.
Second Ave. at Pearl St.
Second Ave. at Pine St.
Second Ave. at Ruby St.
Second Ave. at Sampson St.
Second Ave. at Sprague St.
Second Ave. at Water St.
Second Ave. at Walnut St.

Seventh Ave. at Chestnut St.

Seventh Ave. at Main St.

Seventh Ave. at Ruby St.

Seventh Ave. at Sprague St.

Seventh Ave. at Walnut St.

Seventh Ave. at Water St.

Seventh Ave. at Wenas St.

Sixth Ave. at Anderson St.

Sixth Ave. at Chestnut St.

Sixth Ave. at Main St.

Sixth Ave. at Nanum St.

Sixth Ave. at Pacific St.

Sixth Ave. at Pearl St.

Sixth Ave. at Pine St.

Sixth Ave. at Ruby St.

Sixth Ave. at Sampson St.

Sixth Ave. at Sprague St.

Sixth Ave. at Walnut St.

Sixth Ave. at Water St.

Skyline Drive at Vista Road

Spar Lane at Idaho Ave.

Spokane Ave. at Chestnut St.

Sprague St. at Tacoma Ave.

Sprague St. at Third Ave.

Stanford Ave./Ian Ave. at Chinook Ave./Gail Ave.

Tacoma Ave. at Chestnut St.
Tacoma Ave. at Main St.
Tacoma Ave. at Pearl St.
Tacoma Ave. at Pine St.
Tacoma Ave. at Poplar St.
Tacoma Ave. at Ruby St.
Tacoma Ave. at Water St.
Tenth Ave. at Columbia St.
Tenth Ave. at Main St.
Tenth Ave. at Okanogan St.
Tenth Ave. at Water St.
Third Ave. at Dennis St.
Thirteenth Ave. at Columbia St.
Thirteenth Ave. at Okanogan St.
Twelfth Ave. at Columbia St.
Twelfth Ave. at Okanogan St.
Twenty-Eighth Ave. at Ellington St.
Twenty-Eighth Ave. at Gail Road
Twenty-Sixth Ave. at Columbia St.
Twenty-Sixth Ave. at Leah Lane
Twenty-Sixth Ave. at Water St.
Walnut St. at Capitol Ave.
Walnut St. at Fifth Ave.
Walnut St. at Manitoba Ave.
Walnut St. at Tacoma Ave.

Walnut St. at Third Ave.

Washington Ave. at Chestnut St.

Washington Ave. at Main St.

Washington Ave. at Pearl St.

Washington Ave. at Pine St.

Washington Ave. at Poplar St.

Washington Ave. at Ruby St.

Washington Ave. at Sprague St.

Washington Ave. at Water St.

Water St. at Helena Ave.

Wenas St. at Fifth Ave.

White Birch Ave. at Chestnut St.

(Ord. No. 4948, § 2, 12-2-2024; Ord. 4891 § 3, 2022; Ord. 4854 § 3, 2020; Ord. 4842 § 7, 2019; Ord. 4770 § 2, 2017; Ord. 4742 § 3, 2016; Ord. 4697 § 2, 2015; Ord. 4670 § 3, 2014; Ord. 4635 § 3, 2013; Ord. 4522 § 4, 2008; Ord. 4490 § 8, 2007; Ord. 4453 § 2, 2006; Ord. 4432 § 3, 2006; Ord. 4417 § 3, 2005; Ord. 4387, 2004; Ord. 4316, 2002; Ord. 4291, 2001; Ord. 4256, 2000; Ord. 4216, 1999; Ord. 4202, 1999; Ord. 4063 § 1, 1996; Ord. 3991 § 1, 1995; Ord. 3797 § 1, 1992; Ord. 3642 § 1, 1988; Ord. 3589 § 1, 1987; Ord. 3530 § 1, 1986; Ord. 3515 § 1, 1985; Ord. 3507 § 1, 1985; Ord. 3498 § 1, 1985; Ord. 3488 § 1, 1985; Ord. 3450 § 1, 1984; Ord. 3375 § 1, 1982; Ord. 3332 § 1, 1982; Ord. 3278 § 1, 1980; Ord. 3196 § 1, 1978; Ord. 3156 § 1, 1977; Ord. 3137 § 1, 1977; Ord. 3125 § 1, 1977; Ord. 3098 § 2, 1976; Ord. 3078 § 1, 1975; Ord. No. 4938, § 5, 3-4-2024)

Section 2. Section 8.36.080 of the Ellensburg City Code, as last amended by Section 3 of Ordinance 4948, is hereby amended to read as follows:

8.36.080 All-way stop intersections designated—Procedures required.

The following intersections, when appropriately signed, are designated as "all-way" stop intersections, and all traffic approaching each such intersection shall first come to a complete stop before proceeding into or through the intersection, and then enter with due caution and yield the right-of-way to other traffic entering said intersection on the right:

Bender Rd./Sanders Rd. and Airport Rd.

Capitol Ave. and Chestnut St.

Capitol Ave. and Pine St.

Capitol Ave. and Ruby St.

Eighteenth Ave. and Alder St.

Eighteenth Ave. and Brook Lane

Eighth Ave. and Poplar St.

Eleventh Ave. and "D" St.

Fifteenth Ave. and Cora St.

Fifth Ave. and Chestnut St.

Fifth Ave. and Pearl St.

Fifth Ave. and Ruby St.

Fourteenth Ave. and Alder St.

Helena Ave. and Walnut St.

Manitoba Ave. and Pine St.

Radio Road and Vista Road

Spokane St. and Whitman Ave.

Tenth Ave. and "B" St.

Third Ave. and Chestnut St.

Third Ave. and Lincoln St.

Third Ave. and Pearl St.

Third Ave. and Ruby St.

Walnut St. and Dean Nicholson Blvd.

Washington Ave. and Anderson St.

Water St. and Helena Ave.

Water St. and Idaho Ave./Ridgeview Ave.

White Birch Ave. and Chestnut St.

(Ord. No. 4948, § 3, 12-2-2024; Ord. No. 4921, § 2, 7-3-2023; Ord. 4891 § 4, 2022; Ord. 4854 § 4, 2020; Ord. 4490 § 9, 2007; Ord. 4417 § 4, 2005; Ord. 4219, 1999; Ord. 4135, 1998; Ord. 4063 § 2, 1996; Ord. 3991 § 2, 1995; Ord. 3797 § 2, 1992; Ord. 3752 § 1, 1991; Ord. 3642 § 2, 1988; Ord. 3589 § 2, 1987; Ord. 3515 § 2, 1985; Ord. 3507 § 2, 1985; Ord. 3498 § 2, 1985; Ord. 3488 § 2, 1985; Ord. 3393 § 1, 1983; Ord. 3303 § 2, 1981; Ord. 3252 § 1, 1980; Ord. 3246 § 1, 1980; Ord. 3098 § 3, 1976; Ord. 3078 § 2, 1975)

Section 3. Section 8.36.120 of the Ellensburg City Code, as last amended by Section 6 of Ordinance 4938, is hereby amended to read as follows:

8.36.120 Stopping required at certain cross-streets—Procedures.

Unless otherwise indicated by supplemental regulatory signage, all traffic traveling in the direction indicated and on the street specified shall first come to a complete stop before proceeding into the intersection with the cross-street specified, then enter with due caution and yield the right-of-way to all other traffic entering each such intersection on such designated cross-streets:

Direction		Street
Northbound	on	Abbey Glen Court at Idaho Ave.
Westbound	on	Acacia Lane at Chestnut St.
Westbound	on	Adams St. at Ruby St.
Southbound	on	Alder St. at Capitol Ave.
Northbound	on	Anderson St. at Capitol Ave.
Southbound	on	Anderson St. at First Ave.
Northbound	on	Anderson St. at University Way
Eastbound	on	Annie Place at Ellington St.
Eastbound	on	Ashford Way at Pfenning Road
Southbound	on	"B" St. at University Way
Southbound	on	"B" St. at Fourteenth Ave.
Northbound	on	Benjamin Ln. at Twenty-Sixth Ave.

Westbound	on	Berry Road at Canyon Road
Westbound	on	Bonnie Lane at Brick Road
Westbound	on	Bluegrass Lane at Cora St.
Southbound	on	Brentwood St. at Idaho Ave.
Southbound	on	Brick Road at University Way
Eastbound	on	Bridgeview Lane at Stonebridge St.
Northbound	on	Bridgewood Lane at Bluegrass Lane
Southbound	on	Brook Court at Fifteenth Ave.
Westbound	on	Brook Lane at Willow St.
Southbound	on	Brooksfield St. at Helena Ave.
Northbound	on	"C" St. at Eleventh Ave.
Southbound	on	"C" St. at University Way
Southbound	on	Canal St. at Bender Road
Eastbound	on	Canterbury Drive at Pfenning Road
Southbound	on	Canterbury Drive at Radio Road
Eastbound	on	Carriage Loop at Alder St.
Southbound	on	Cascade Court at University Way
Northbound	on	Cascade St. at Dolarway Road
Westbound	on	Cherry Lane at Ruby St.
Southbound	on	Chestnut St. at Eighteenth Ave.
<u>Southbound</u>	<u>on</u>	<u>Chestnut St. at Umptanum Rd.</u>
Southbound	on	Clearview Dr. at Old Highway 10
Northbound	on	Clearview Dr. at Creeksedge Way

Northbound	on	Clearview Dr. at Dry Creek Road
Southbound	on	Clearview Dr. at Creeksedge Way
Southbound	on	Cle Elum St. at Fifth Ave.
Northbound	on	Cle Elum St. at University Way
Eastbound	on	Cliff Ave. at Chestnut St.
Southbound	on	Cobblefield St. at Helena Ave.
Northbound	on	Columbia St. at Bender Road
Northbound	on	Columbia St. at Fifteenth Ave.
Southbound	on	Columbia St. at Greenfield Ave.
Southbound	on	Columbia St. at University Way
Southbound	on	Cora St. at University Way
Eastbound	on	Courtney Court at Ellington St.
Northeastbound	on	Craig Ave. at Alder St.
Southwestbound	on	Craig Ave. at exit of Reed Park
Southbound	on	Cypress Ct. at Hobert Ave.
Southbound	on	Currier St. at University Way
Northbound	on	"D" St. at Eighteenth Ave.
Westbound	on	Dairy Lane at Alder St.
Southbound	on	Dandelion Ln. at Greenfield Ave.
Southbound	on	Delphine St. at Ridgeview Lane
Northbound	on	Dennis St. at Railroad Ave.
Westbound	on	Dolarway Road at University Way— SR 97 Intersection
Southbound	on	Douglas St. at Mountain View Ave.

Westbound	on	Eighth Ave. at University Way
Eastbound	on	Eleventh Ave. at Alder St.
Westbound	on	Eleventh Ave. at Cora St.
Westbound	on	Eleventh Ave. at Main St.
Eastbound	on	Eleventh Ave. at Water St.
Southbound	on	Ellington St. at Idaho Ave.
Northbound	on	Elliot St. at Fifth Ave.
Southbound	on	Elliot St. at First Ave.
Southbound	on	Enterprise Way at Dolarway Road
Westbound	on	Fifteenth Ave. at Brook Lane
Eastbound	on	Fifteenth Ave. at Wildcat Way
Eastbound	on	First Ave. at Ruby St.
Eastbound	on	First Ave. at Walnut St.
Eastbound	on	Foster Ave. at Pine St.
Westbound	on	Fourteenth Ave. at Pfenning Road
Westbound	on	Fourth Ave. at Pacific St.
Eastbound	on	Fourth Ave. at Pearl St.
Eastbound	on	Fourth Ave. at Pine St.
Eastbound	on	Fourth Ave. at Railroad Ave.
Westbound	on	Fourth Ave. at Wenas St.
Westbound	on	Franklin St. at Alder St.
Southbound	on	Gail Road at Bender Road
Northbound	on	Glen Drive at 17th Ave.
Westbound	on	Greenfield Ave. at Delphine St.

Westbound	on	Green Parks Drive at Park Lane Ave.
Southbound	on	Green Parks Drive at Regal St.
Westbound	on	Gregory Place at Bull Road
Northbound	on	Gregory Place at Mountain View Ave.
Westbound	on	Heatherstone Ct. at Gail Road
Northbound	on	Hibbs Road at Dolarway Road
Eastbound	on	Hobert Ave. at Pfenning Road
Westbound	on	Hobert Ave. at Whitman St.
Eastbound	on	Hobert Ave. at Willow St.
Eastbound	on	Idaho Ave. at Airport Road
Eastbound	on	Illinois Ave. at Water St.
Northbound	on	Indiana Drive at Illinois Ave.
Northbound	on	Iowa St. at Illinois Ave.
Southbound	on	Iowa St. at Indiana Drive
Eastbound	on	Indiana Drive at Water St.
Southbound	on	Industrial Way at Umptanum Road
Westbound	on	Jackson Ave. at Main St.
Eastbound	on	Jackson Ave. at Pine St.
Southbound	on	Jamie Ave. at Ian Ave.
Eastbound	on	Joanna Place at Ellington St.
Westbound	on	Juniper Ave. at Chestnut St.
Eastbound	on	King Place at Regal St.
Southbound	on	Kittitas St. at First Ave.
Northbound	on	Kittitas St. at University Way

Westbound	on	Kristen Ave. at Ellington St.
Northbound	on	Lakeshore Way at Umptanum Road
Southbound	on	Lakeshore Way at Opportunity St.
Southbound	on	Landon Lane at Idaho Ave.
Southbound	on	Leah Lane at Greenfield Ave.
Northbound	on	Leah Lane at Bender Road
Westbound	on	Lexus Lane at "B" St.
Northbound	on	Lincoln St. at Fifth Ave.
Southbound	on	Linda Lane at Fourth Ave.
Northbound	on	Locust St. at Capitol Ave.
Southbound	on	Magnolia St. at Kittitas Highway
Northbound	on	Magnolia St. at Seattle Ave.
Northbound	on	Maple St. at Eleventh Ave.
Southbound	on	Maple St. at Mountain View Ave.
Southbound	on	Maple St. at University Way
Southbound	on	McIntosh St. at Idaho Ave.
Northbound	on	Middlecrest Dr. at Creeksedge Way
Southbound	on	Middlecrest Dr. at Sunnyview Ln.
Westbound	on	Midlin Dr. at Dandelion Ln.
Westbound	on	Millstone Loop at Alder St.
Westbound	on	Mountain View Ave. at Industrial Way
Westbound	on	Mt. Adams Court at Water St.
Westbound	on	Mt. Baker Court at Water St.
Westbound	on	Mt. Hood Court at Water St.

Southbound	on	Nanum St. at Fifth Ave.
Northbound	on	Nanum St. at University Way
Eastbound	on	Nineteenth Ave. at Alder St.
Eastbound	on	Ninth Ave. at "B" St.
Westbound	on	Ninth Ave. at Chestnut St.
Eastbound	on	Ninth Ave. at "D" St.
Eastbound	on	Ninth Ave. at Main St.
Northbound	on	Ohio St. at Illinois St.
Northbound	on	Okanogan St. at Fifteenth Ave.
Southbound	on	Okanogan St. at University Way
Eastbound	on	Old Highway 10 at Reecer Creek Road
Eastbound	on	Olive Lane at Alder St.
Northbound	on	Opportunity St. at Umptanum Road
Northbound	on	Pacific St. at Railroad Ave.
Northbound	on	Park Lane at Helena Ave.
Northbound	on	Pearl St. at Fourth Ave.
Southbound	on	Pearl St. at Mountain View Ave.
Northbound	on	Pearl St. at Third Ave.
Northbound	on	Pearl St. at University Way
Westbound	on	Peakview Dr. at Middlecrest Dr.
Southbound	on	Peakview Dr. at Clearview Dr.
Southbound	on	Pine St. at Fifth Ave.
Southbound	on	Pine St. at Fourth Ave.
Southbound	on	Pine St. at Mountain View Ave.

Northbound	on	Pine St. at University Way
Eastbound	on	Plumridge Ave. at Pfenning Road
Southbound	on	Poplar St. at Manitoba Ave.
Southbound	on	Poplar St. at Seventh Ave.
Northbound	on	Poplar St. at University Way
Eastbound	on	Sunnyview Ln. at Peakview Dr.
Northbound	on	Sunnyview Ln. at Creeksedge Way
Eastbound	on	Queen Place at Regal St.
Northbound	on	Radio Road at Brick Road
Eastbound	on	Radio Road at Pfenning Road
Eastbound	on	Rainier St. at Cora St.
Northbound	on	Ravenswood Lane at Sixteenth Ave.
Eastbound	on	Ravenswood Lane at Stonebridge St.
Northbound	on	Regal St. at Helena Ave.
Southbound	on	Regal St. at Park Lane Ave.
Southbound	on	Ruby St. at Canyon Road
Southbound	on	Ruby St. at Umptanum Road
Northbound	on	Ruby St. at University Way
Southbound	on	Sampson St. at Manitoba Ave.
Westbound	on	Seattle Ave. at Chestnut St.
Eastbound	on	Second Ave. at Kittitas St.
Westbound	on	Second Ave. at Kittitas St.
Westbound	on	Second Ave. at Lincoln St.
Eastbound	on	Second Ave. at Railroad Ave.

Eastbound	on	Seventh Ave. at Pacific St.
Eastbound	on	Seventh Ave. at Railroad Ave.
Westbound	on	Seventeenth Ave. at "B" St.
Westbound	on	Seventeenth Ave. at Brook Lane
Eastbound	on	Seventeenth Ave. at "D" St.
Northbound	on	Shumard St. at Spokane Ave.
Southbound	on	Shumard St. at Hobert St.
Eastbound	on	Sixth Ave. at Railroad Ave.
Eastbound	on	Sixth Ave. at Wenas St.
Westbound	on	Sixteenth Ave. at Cora St.
Eastbound	on	Sixteenth Ave. at Stonebridge St.
Eastbound	on	Sixteenth Ave. at Walnut St.
Westbound	on	Skyline Drive at Brick Road
Westbound	on	Spokane Ave. at Magnolia St.
Eastbound	on	Spokane Ave. at Maple St.
Eastbound	on	Spokane Ave. at Willow St.
Northbound	on	Sprague St. at Capitol Ave.
Southbound	on	Sprague St. at Fifth Ave.
Southbound	on	Sprague St. at First Ave.
Northbound	on	Sprague St. at Fourth Ave.
Southbound	on	Sprague St. at Manitoba Ave.
Westbound	on	Stanford Ave. at Ellington St.
Northbound	on	Stonebridge St. at Bluegrass Lane
Southbound	on	Stonebridge St. at Fifteenth Ave.

Southbound	on	Sycamore at Helena Ave.
Eastbound	on	Tacoma Ave. at Maple St.
Eastbound	on	Tanglewood Ct. at Pfenning Road
Westbound	on	Tenth Ave. at Chestnut St.
Westbound	on	Tenth Ave. at Cora St.
Eastbound	on	Tenth Ave. at "D" St.
Eastbound	on	Tenth Ave. at University Way
Eastbound	on	Third Ave. at Railroad Ave.
Eastbound	on	Third Ave. at Wenas St.
Westbound	on	Third Ave. at Wenas St.
Westbound	on	Thirteenth Ave. at Delphine St.
Eastbound	on	Thirteenth Ave. at Water St.
Southbound	on	Tower St. at Sanders Road
Southbound	on	Trail's Edge Drive at Illinois St.
Westbound	on	Twelfth Ave. at Main St.
Eastbound	on	Twelfth Ave. at Water St.
Westbound	on	Twenty-Eighth Ave. at Susie Ct.
Eastbound	on	Twenty-Sixth Ave. at Ellington St.
Westbound	on	Unnamed public right-of-way bordering on the north edge of the Ellensburg Inn short plat at Canyon Road
Southbound	on	Viewridge Court at Mountain View Ave.
Southbound	on	Vista Road at University Way
Eastbound	on	Walnut Circle at Walnut St.
Southbound	on	Walnut St. at Fourteenth Ave.

Eastbound	on	Washington Ave. at Maple St.
Eastbound	on	Washington Ave. at Sampson St.
Westbound	on	Washington Ave. at Walnut St.
Westbound	on	Washington Ave. at Willow St.
Northbound	on	Water St. at Bender Road
Northbound	on	Water St. at Idaho Ave.
Northbound	on	Wenas St. at Third Ave.
Northbound	on	Wenas St. at University Way
Eastbound	on	Wheaton Court at Alder St.
Southbound	on	Whitman St. at Mountain View Ave.
Southbound	on	Willow St. at Brick Road
Northbound	on	Willow St. at Capitol Ave.
Northwestbound	on	Yale Ct. at Stanford Ave.
Northbound	on	Yellowstone St. at Helena Ave.

(Ord. No. 4921, § 3, 7-3-2023; Ord. 4891 § 5, 2022; Ord. 4859 § 3, 2020; Ord. 4842 § 8, 2019; Ord. 4770 § 3, 2017; Ord. 4697 § 3, 2015; Ord. 4677 § 2, 2014; Ord. 4635 § 4, 2013; Ord. 4561 § 4, 2010; Ord. 4522 § 5, 2008; Ord. 4490 § 10, 2007; Ord. 4453 § 4, 2006; Ord. 4432 § 4, 2006; Ord. 4417 § 5, 2005; Ord. 4404, 2005; Ord. 4387, 2004; Ord. 4372, 2003; Ord. 4316, 2002; Ord. 4291, 2001; Ord. 4256, 2000; Ord. 4236, 2000; Ord. 4216, 1999; Ord. 4202, 1999; Ord. 4054 § 1, 1996; Ord. 4013 § 1, 1995; Ord. 4009 § 1, 1995; Ord. 3938 § 1, 1994; Ord. 3936 § 1, 1994; Ord. 3928 § 1, 1994; Ord. 3779 § 1, 1992; Ord. 3735 § 1, 1991; Ord. 3719 § 1, 1991; Ord. 3671 § 1, 1990; Ord. 3642 § 3, 1988; Ord. 3557 § 1, 1986; Ord. 3530 § 2, 1986; Ord. 3453 § 1, 1984; Ord. 3393 § 2, 1983; Ord. 3375 § 2, 1982; Ord. 3374 § 1, 1982; Ord. 3303 § 1, 1981; Ord. 3299 § 2, 1981; Ord. 3278 § 2, 1980; Ord. 3137 § 2, 1977; Ord. 3098 § 4, 1976; Ord. 3078 § 3, 1975; Ord. No. 4938, § 6, 3-4-2024)

Section 4. Severability. If any portion of this ordinance is declared invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect the validity of the remaining portion(s) of this ordinance.

Section 5. Corrections. Upon the approval of the City Attorney, the City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 6. Effective Date. This ordinance shall take effect and be in force five (5) days after its passage, approval and publication.

The foregoing ordinance was passed and adopted at a regular meeting of the City Council on the _____ day of September, 2026.

MAYOR

ATTEST:

CITY CLERK

Approved as to form:

CITY ATTORNEY

Publish:

I, Beth Leader, City Clerk of said City, do hereby certify that Ordinance No. 4995 is a true and correct copy of said Ordinance of like number as the same was passed by said Council, and that Ordinance No. 4995 was published as required by law.

BETH LEADER



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

Agenda Subject: Resolution 2026-19 Accepting Queens of Spades Garden Club Donation (Public Comment Opportunity)
Submitted by: Brad Case, Parks & Recreation Director
Department: Parks & Recreation

Suggested Motion/Action:

Move to adopt Resolution 2026-19, accepting the donation of \$2,000.00 from the Queens of Spades garden club for a beautification project at the entrance of Rotary Park and approve the necessary budget adjustments.

Background/Summary:

The Queens of Spades Garden Club has a history of supporting beautification projects within City parks and facilities throughout the years. This includes projects in the Central Business District and within City park facilities.

The scope of this project is for the purchase of trees, bushes, flowers, and irrigation to develop and enhance the entrance area into Rotary Park.

Previous Council Action:

None

Analysis:

Per Ellensburg City Code, Chapter 2.04 – Gifts and Donations, states that restricted donations in excess of \$1,000.00 must be accepted only by resolution of the City Council.

Financial Impact:

The proposed donation will provide additional funding for the Parks & Recreation Department. The Resolution also authorizes the necessary budget adjustments to these funds.

Budget Adjustment: Yes

Attachments:

1. 2026-19 Resolution -Queens of Spades

RESOLUTION NO. 2026-19

A RESOLUTION accepting a restricted donation in the amount of \$2,000.00 from the Queens of Spades Garden Club.

WHEREAS, the club would like to donate \$2,000.00 to the City of Ellensburg to assist with the entryway beautification at Rotary Park; and

WHEREAS, the City would benefit from receiving the cash donation from the Queens of Spades; and

WHEREAS, the Ellensburg City Council, pursuant to 2.04.120 the Ellensburg City Code must accept any monetary donation which exceeds \$1,000; and

NOW THEREFORE, the City Council of the City of Ellensburg, Washington, does resolve as follows:

Section 1. The City Council of the City of Ellensburg hereby authorizes the Parks Maintenance Division to accept the restricted donation in the amount of \$2,000.00 from the Queens of Spades Garden Club.

Section 2. The City Council authorizes adding the necessary budget adjustments to the Parks the Recreation Department budget (Fund 022) to be used by the Parks Maintenance Division only for the purpose of the restricted donation.

ADOPTED by the City Council of the City Ellensburg this 17th day of August 2026.

Mayor

Attest: _____
City Clerk



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

Agenda Subject: Lodging Tax Advisory Committee Funding Recommendation for the Ellensburg Recreation Center (Fieldhouse) (Public Comment Opportunity)

Submitted by: Kelle Vandenberg, Arts & Economic Development Manager

Department: Lodging Tax Advisory Committee

Suggested Motion/Action:
Move to approve the Lodging Tax Advisory Committee funding recommendation to award \$1,000,000.00 of lodging tax funds in 2028 for capital costs, and dedicate \$100,000.00 per year for three years from 2029 to 2031 to support operational costs of the Ellensburg Recreation Center.

Background/Summary:
The Ellensburg Recreation Center Project, formerly known as the Ellensburg Community Fieldhouse, is a proposed 60,000-square-foot indoor recreation facility located in the southeast corner of Rotary Park. The facility is designed to meet the growing demand for year-round indoor recreation opportunities and will include space for up to nine volleyball courts, ten basketball courts, multiple pickleball courts, an indoor walking track, and a multipurpose turf field. These flexible spaces will support a wide range of recreational programming, community events, and athletic competitions. The construction project budget is not to exceed \$16million, with a tentative project completion date of spring 2028. The project also includes more than 270 parking stalls to accommodate visitors to both the Recreation Center and Rotary Park, infrastructure to support food trucks during tournaments and community events, and landscaping that provides a seamless connection between the facility and the surrounding park.

This investment in the facility aligns with the intended use of lodging tax funds by supporting tourism-related facilities and activities that have the potential to generate overnight stays and increase visitor spending in the local economy.

The proposed capital contribution in 2028 would assist with project development and implementation costs, while the operational support from 2029 through 2031 would help establish and sustain the facility during its initial years of operation. This phased funding approach provides both one-time capital support and limited-term operating assistance while preserving future flexibility in the use of lodging tax revenues.

Approval of the motion would authorize the use of lodging tax funds consistent with the LTAC recommendation and would support the City’s broader goals related to tourism promotion, economic development, recreation, and community vitality.

Previous Council Action:

City Council has taken multiple actions approving work associated with the Fieldhouse Project and moving it forward. The actions and associated project work have included:

- In late 2023, authorizing an agreement with the Helix Design Group to verify project scope, budget and schedule, followed by: work to reconcile scope, budget and schedule based on the functional program and funding; seek jurisdictional project approvals through permitting; establish a realistic project schedule; research and evaluate/select Alternative Delivery Method; and prepare 30% design documents for the building and site. As a result of the work the Helix Design group performed, the City, at that time, determined an Alternative Delivery Method was the preferred approach to building the Fieldhouse, specifically the progressive design-build (PDB) approach. Thus, the preliminary design work was suspended. Relevant engineering and site studies are available for use in future development of this project.
- With progressive design-build there were requirements for the City to follow. In early 2024, an agreement was authorized with Thaxton Parkinson PLLC to provide specialized legal counsel to assist with PDB option.
- At the meeting on April 1, 2024, Council authorized an agreement with the Weneha Group to serve as the City's Owner Advisor on the project, which is a required component when developing a project using the progressive design build method (RCW 39.10.220).
- In October 2024, an agreement was authorized with Absher/Helix for design-build services through the validation phase.
- At their February 3, 2025, study session, Council reviewed options for a new fieldhouse facility developed through the validation phase of the Progressive design build process. The resulting facility construction cost exceeded \$60,000,000 for each of three options for full buildout. Costs for operating scenarios for each of three facility design options were explored through a Market and Operation Plan conducted by Ballard*King & Associates LTD. Subsequently, the City Council directed staff to look at an alternative options, specifically a potential for public private partnership (lease options) for a facility.
- At the July 7, 2025, meeting, Council approved a conceptual plan to pursue construction of a fieldhouse facility through a private/public partnership as allowed by chapter 35.42 RCW.
- On September 15, 2025, Council approved publication of a Request for Qualifications (RFQ) for a developer of the Ellensburg Fieldhouse.
- At the meeting on March 3, 2026, Council approved a Letter of Intent conditionally selecting Central Paving, LLC as the Developer for the Ellensburg Fieldhouse, which is proposed to be extended to 12/31/26 in an earlier item on this agenda.
- On July 6, 2026, council approved an Interlocal Agreement with Kittitas County for \$1 million for the Ellensburg Fieldhouse and authorized the City Manager to sign and initiate future actions to execute the agreement as attached or in substantially similar form.

Analysis:

The Ellensburg Recreation Center is being developed as a community asset with a diversified operating revenue model that will minimize long-term reliance on future Lodging

Tax funding. While Lodging Tax funds will support the initial development of a tourism-generating facility and assist with the first three years of operations, ongoing operations and maintenance will be supported through a combination of user fees, memberships, facility rentals, tournament hosting fees, program registration, sponsorships, advertising, concessions, and other earned revenues.

As the facility establishes its reputation as a premier sports tourism destination, recurring tournaments, leagues, camps, and special events are expected to generate consistent revenue while increasing overnight visitation and visitor spending throughout the community. The City's operational strategy includes actively recruiting regional and statewide sporting events that provide both economic benefits to local businesses and reliable revenue to support facility operations.

The City will continue to pursue partnerships with youth sports organizations, school districts, Central Washington University, regional sports associations, and private event organizers to maximize facility utilization throughout the year. Additional funding options may include state and federal grants for capital improvements, funding through the development of a county-wide Public Facilities District sales tax, private sponsorships, philanthropic contributions, naming rights, and partnerships with local businesses to enhance programming and visitor experiences.

The Recreation Center has been designed to accommodate changing community and tourism demands, allowing programming and event offerings to expand as market opportunities evolve. This scalable approach will support long-term financial stability while continuing to generate measurable tourism impacts and economic benefits for Ellensburg and Kittitas County without requiring ongoing Lodging Tax support.

Financial Impact:

The Lodging Tax Advisory Committee has a fund balance currently of \$2.2M and is forecasting an additional \$750,000.00 lodging tax revenue per year on average. Necessary budget authority for the awards will be proposed for 2027/2028 Biennial Budget and beyond.

Budget Adjustment: No

Attachments:

None



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

Agenda Subject: Amendment to the Professional Service Agreement Between the City of Ellensburg and the Ellensburg Downtown Association (Public Comment Opportunity)

Submitted by: Kelle Vandenberg, Arts & Economic Development Manager

Department: City Manager

Suggested Motion/Action:

Approve Amendment A2758-01 to the Professional Services Agreement between the City of Ellensburg and the Ellensburg Downtown Association (EDA) as presented or in substantially similar form, and authorize the City Manager to sign the amendment.

Background/Summary:

The City of Ellensburg and the Ellensburg Downtown Association (EDA) have maintained a Professional Services Agreement to support EDA's economic development efforts, including business retention and expansion, historic property preservation and development, downtown beautification, and community engagement within the downtown core. The most recent agreement was presented to and approved by City Council on February 2, 2026.

At the July 21, 2025, City Council meeting, staff presented the 2025–2027 Downtown Beautification Plan for Council review, along with the Lodging Tax Advisory Committee's funding recommendation to invest in new downtown trash cans. The plan identified downtown trash can maintenance as a key focus area for continuing to maintain an attractive downtown core. The previous cans presented several challenges, including a significant decrease in functionality due to prolonged exposure to weather and climate conditions. The recommendation was to replace existing cans with a more durable, user-friendly option that would hold up better in harsh climates, offer a longer lifespan, is designed to hold larger capacity, and easier to empty for the vendor.

As part of ongoing downtown beautification efforts, EDA has developed a program to wrap the new trash cans using sponsorships to pay for the program. The wraps will enhance the appearance and character of the downtown streetscape while supporting historic storytelling within the downtown core by using sepia-toned historic photos of Ellensburg.

Previous Council Action:

City Council approved A-2758, the 2026-2028 Professional Services Agreement between the City of Ellensburg and the Ellensburg Downtown Association on February 2, 2026.

City Council approved the utilization of up to \$60,000 from Lodging Tax funds to help purchase new trash cans for the downtown core.

Analysis:

Wrapping the downtown trash cans in sepia-toned historic images of Ellensburg is beneficial because it turns a necessary public amenity into a tool for placemaking, storytelling, and civic pride.

It helps:

- Foster a stronger sense of community pride by highlighting Ellensburg's unique history and identity.
- Create an educational opportunity for residents and visitors to learn about the people, places, and events that shaped the downtown.
- Enhance the visual character of the streetscape by making functional infrastructure more attractive and intentional.
- Support historic preservation goals by bringing local history into everyday public spaces in an accessible way.
- Encourage downtown engagement by giving pedestrians visual points of interest as they move through the core.
- Reinforce Ellensburg's sense of place by connecting current downtown activity with the community's historic roots.

The vinyl wraps help transform trash cans from purely functional objects into small-scale public history displays that contribute to a more attractive, meaningful, and welcoming downtown environment. Implementation of the new program requires an amendment to the Professional Services Agreement between the EDA and the City.

Financial Impact:

There is no financial impact with this amendment.

Budget Adjustment: No

Attachments:

1. A2758-01-EDA-Amend1 to PSA v6 w-Exhibit B
2. Trash Can Wrap SOP

**AMENDMENT 1 TO THE
AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN THE CITY OF ELLENSBURG
AND
ELLENSBURG DOWNTOWN ASSOCIATION**

**RELATING TO: PROMOTE AND SUSTAIN THE ECONOMIC DEVELOPMENT OF
ELLENSBURG DOWNTOWN BUSINESSES**

This Amendment 1 to the Agreement for Professional Services, originally entered into on February 3, 2026 (the “Agreement”), is made and entered into by and between the City of Ellensburg, a non-charter code city of the State of Washington, (hereinafter called the “CITY”) and Ellensburg Downtown Association, a 501(c)(3) nonprofit authorized to do business in the state of Washington (hereinafter called the “CONSULTANT”). The CITY and CONSULTANT are collectively referred to as the “Parties”.

RECITALS

The Parties entered into the Agreement for Professional Services related to promoting and sustaining the economic development of Ellensburg downtown businesses.

The Parties now desire to modify Section 7, **Ownership of Documents**, of the Agreement and Section 3.F., **Activities and Deliverables**, of Exhibit A, Scope of Work.

NOW, THEREFORE, the parties agree to amend the Agreement as follows:

1. Section 7, Ownership of Documents.

Pursuant to Section 21, **Modification**, no waiver, alteration, or modification of any of the provisions of the Agreement shall be binding unless in writing and signed by a duly authorized representative of the CITY and CONSULTANT. Accordingly, the Parties agree to modify Section 7, **Ownership of Documents**, by replacing Section 7 with the following:

7. Ownership of Documents; Use of Marks and Copyright Ownership.

7.1. The work product and all documents produced and paid for by the CITY under this Agreement shall be furnished by the CONSULTANT to the CITY, and upon completion of the work shall become the property of the CITY, for use without restriction and without representation as to suitability for reuse by any other party unless specifically verified or adapted by the CONSULTANT, except that the CONSULTANT may retain one copy of the work product and documents

for its records. The CONSULTANT will be responsible for the accuracy of the work, even though the work has been accepted by the CITY.

7.2. In the event that the CONSULTANT shall default on this Agreement or in the event that this Agreement shall be terminated prior to its completion as herein provided, all work product of the CONSULTANT to be paid for by the CITY, along with a summary of work as of the date of default or termination, shall become the property of the CITY. Upon request, the CONSULTANT shall tender the work product and summary to the CITY. Tender of said work product shall be a prerequisite to final payment under this Agreement. The summary of work done shall be prepared at no additional cost to the CITY.

7.3. CONSULTANT will not be held liable for reuse of documents produced under this Agreement or modifications thereof for any purpose other than those authorized under this Agreement without the written authorization of CONSULTANT.

7.4 CONSULTANT may use the CITY's name, logo, trademarks only for the purpose of carrying out the CONSULTANT's responsibilities under this Agreement. Unless otherwise provided, all Materials produced and paid for by the CITY under this Agreement shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by the CITY. The CITY shall be considered the author of such Materials. In the event the Materials paid for by the CITY are not considered "works for hire" under the U.S. Copyright laws, CONSULTANT hereby irrevocably assigns all right, title, and interest in Materials, including all intellectual property rights, to the CITY effective from the moment of creation of such Materials.

7.5 Materials means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, design files, photos, and/or sound reproductions. Ownership includes the right to copyright, patent, register and the ability to transfer these rights.

7.6 For Materials that are paid for by the CITY and delivered under the Agreement, but that incorporate pre-existing materials not produced under the Agreement, CONSULTANT hereby grants to the CITY a nonexclusive, royalty-free, irrevocable license (with rights to sublicense others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The CONSULTANT warrants and represents that CONSULTANT has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to the CITY.

7.7 The CONSULTANT shall exert all reasonable effort to advise the CITY, at the time of delivery of Materials furnished under this Agreement, of all known or potential invasions of privacy contained therein and of any portion of

such document which was not produced in the performance of this Agreement. The CITY shall receive prompt written notice of each notice or claim of copyright infringement received by the CONSULTANT with respect to any Materials delivered under this Agreement. The CITY shall have the right to modify or remove any restrictive markings placed upon the Materials by the CONSULTANT. CONSULTANT shall defend, indemnify, and hold the CITY, its, officers, officials employees, and volunteers harmless from and against any third-party claim, demand, suit, liability, loss, damage, cost, or expense, including reasonable attorneys' fees, arising out of or relating to any actual or alleged copyright infringement or violation of intellectual property rights resulting from the CITY's authorized use of any materials, deliverables, content, or work product provided by the CONSULTANT under this Agreement. The CONSULTANT shall, at its expense, procure the CITY's continued right to use the affected item, replace it with a non-infringing equivalent, or modify it so that it becomes non-infringing. This obligation shall survive expiration or termination of the Agreement.

2. **Exhibit A. SCOPE OF WORK.**

Pursuant to Section 13, **Extra Work**, the CITY may desire to have the CONSULTANT perform work or render services in connection with this project, in addition to the Scope of Work and minor revisions to satisfactorily completed work. Such work shall be considered "Extra Work" and shall be addressed in a written supplement to this Agreement.

Accordingly, the Parties agree to revise Section 3.F., **Activities and Deliverables**, of the original **Scope of Work, EXHIBIT A**, to read as follows:

- F. Conduct an inventory and assessment of decorative trash receptacles and work collaboratively with the CITY to develop and implement a plan to refurbish or replace them. Provided the City must first approve the EDA plan regarding the decorative trash receptacles, and provided the City will retain ownership of the decorative trash receptacles, the EDA, in accordance with the approved plan, may coordinate the sponsorship, installation, maintenance, and replacement of CITY-approved decorative vinyl wraps on downtown trash receptacles. The EDA developed the plan, attached hereto and incorporated herein as Exhibit B - "Ellensburg Downtown Association Trash Can Wrap: Selection Criteria & Policy", and the CITY has approved the plan.

- 3. Full Force and Effect. Except as modified herein, all terms and conditions of the original Professional Services Agreement shall remain in full force and effect.

This Amendment shall be effective as of the date of the last signature below.

CITY OF ELLENSBURG

ELLENSBURG DOWNTOWN
ASSOCIATION

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

EXHIBIT B

ELLENSBURG DOWNTOWN ASSOCIATION TRASH CAN WRAP: SELECTION CRITERIA & POLICY

Suggested Selection Policy:

The Ellensburg Downtown Association (EDA) may approve sponsors whose business, organization, and proposed recognition are consistent with the public purpose of downtown beautification, community pride, economic vitality, and a welcoming public environment. Sponsorship recognition shall be limited to the sponsor's name, logo, and sponsor's choice of acknowledgment language from a list of verbiage options pre-approved by the EDA.

The EDA may decline, reject, or remove any sponsorship or sponsor recognition that, in the EDA judgment, is inconsistent with the public purpose of the program; unsuitable for display in a public right-of-way; misleading; unlawful; discriminatory; obscene; related to a campaign for elected office; for the promotion of or opposition to any ballot proposition; age-restricted products; or otherwise conflicts with EDA policies, public health, safety, welfare, or downtown design objectives.

Acceptance of sponsorship does not constitute EDA endorsement of the sponsor, its products, services, viewpoints, or activities.

Downtown Historic Trash Can Wrap Sponsorship Program

Ellensburg Downtown Association

Standard Operating Procedure (SOP)

June 2026

Purpose

The Downtown Historic Trash Can Wrap Sponsorship Program was created to enhance the appearance, character, and historical storytelling of downtown Ellensburg while generating sustainable fundraising revenue for the Ellensburg Downtown Association (EDA).

In 2026, the City of Ellensburg received Lodging Tax Advisory Committee (LTAC) funding to replace the existing downtown trash cans with Bigbelly trash receptacles. To soften the appearance of these new fixtures and celebrate Ellensburg's history, the EDA proposed installing historic-image vinyl wraps on the exterior surfaces of the trash cans.

The EDA intends for this program to serve as an ongoing fundraising initiative through sponsorship sales. Revenue generated from sponsorships will support the EDA General Fund while providing businesses and organizations with a unique downtown recognition opportunity. The EDA staff, Trash Can Subcommittee and Board of Directors will oversee the sale, tracking, maintenance, and renewal of all sponsored wraps with the support and approval of the City of Ellensburg.

Product Specifications

Vendor

All vinyl wraps will be designed, produced, and installed through Fast Lane Signs.

Materials

Based on Fast Lane Signs' recommendations, the following materials will be used:

- 3M Controlltac Premium vinyl for the front and back panels
- Arlon 8000 Ultra Adhesive vinyl for the side panels

Wrap Dimensions

Panel Dimensions

Front	22.2" x 43.59"
Back	22.4" x 43.67"
Side	22.43" x 41.43"

Design Elements

Each sponsored wrap will include:

- A historic Ellensburg image approved by the EDA Trash Can Subcommittee
- Business sponsor recognition incorporated in a lower box that is dark in tone with white lettering and a white logo provided by the sponsoring business.
- Sepia-toned imagery curated by the EDA Trash Can Subcommittee
- Proper image usage rights and permissions obtained prior to production
- Proper image citing such as title, year, photographer, etc. displayed discreetly within the image.

Full trash can sponsors will be given the opportunity to select a single image from the provided EDA-curated image library and may choose the location of their sponsored trash can, subject to availability.

Single-side sponsors will not have a choice of what image is used for their sponsorship or where the wrap location will be. Once all four sides are sold, the EDA Trash Can Subcommittee will choose an image for the entire trash can.

Sponsorship Pricing

Full Trash Can Sponsorship

A full sponsorship includes all four sides of a single trash can.

Price: \$750

Benefits include:

- Historic image vinyl wraps on all four sides. Their choice of image from the EDA Library.
- Their choice of location, subject to availability.
- Business sponsor recognition within the design
- Two-year sponsorship guarantee
- First right of refusal to renew sponsorship at the end of the sponsorship term or if replacement is required after the initial two-year contract period

Single-Side Sponsorship

A single-side sponsorship includes one side panel of a trash can.

Price: \$250

Benefits include:

- Historic image vinyl wrap on one side panel
- Business sponsor recognition within the design
- Two-year sponsorship guarantee
- First right of refusal to renew sponsorship at the end of the sponsorship term or if replacement is required after the initial two-year contract period

Vendor Pricing

Production costs and pricing structures are based on the Fast Lane Signs quote dated May 2026. A copy of the quote shall be maintained in EDA project files for future reference.

Sponsorship Sales Procedures

Sponsorship Tracking

The EDA Staff and Trash Can Subcommittee shall maintain an internal sponsorship tracking system that includes:

- Sponsor business name
- Primary contact information
- Sponsorship type (full or single-side)
- Historic image selection
- Trash can location
- Installation date
- Renewal date
- Maintenance history
- Contract documentation

All sponsorship agreements shall be retained in EDA records.

Full Trash Can Sponsorships

Full trash can sponsorships may proceed directly to production and installation once payment, contract execution, and image selection have been completed.

Single-Side Sponsorships

Single-side sponsorships may be sold independently; however, production and installation will not occur until all four sides of the trash can have secured sponsorship commitments.

The EDA Trash Can Subcommittee will track open panels and coordinate sponsorship sales to ensure complete trash can coverage prior to production.

Sales Responsibilities

The EDA Board of Directors are encouraged to actively promote and sell sponsorship opportunities within the community.

To meet the pricing structure established by Fast Lane Signs and ensure project feasibility, a minimum of fifteen (15) fully sponsored trash cans must be sold before the initial production order is placed.

Maintenance and Replacement Procedures

Warranty and Lifespan

Fast Lane Signs has advised that the selected vinyl materials are expected to perform in Ellensburg's climate and environment for a minimum of two years.

Based on this recommendation, the EDA guarantees each sponsorship for a period of two years from the date of installation.

Potential Damage Concerns

Common risks to the vinyl wraps may include:

- Sticker vandalism
- Spray paint graffiti
- Scratching
- Scuffing
- Environmental wear and discoloration

Damage During Sponsorship Period

If a wrap is vandalized or damaged during the two-year sponsorship guarantee period:

1. The EDA Trash Can Subcommittee will assess the extent of the damage.
2. The EDA Staff will consult with Fast Lane Signs regarding removal or repair options.
3. Reasonable efforts will be made to clean, repair, or restore the wrap.
4. If the damage cannot be adequately repaired, the affected panel(s) will be replaced using funds from the EDA Trash Can Wrap Fund.

The sponsor will not be responsible for replacement costs during the guaranteed sponsorship period.

Damage After Sponsorship Period

Following the expiration of the two-year sponsorship guarantee, the EDA Trash Can Subcommittee will evaluate the condition of the wrap.

If the wrap has become:

- Discolored
- Vandalized
- Damaged
- Worn beyond acceptable appearance standards

The EDA staff will first contact the existing sponsor and offer the opportunity to renew their sponsorship within a reasonable timeframe.

If the sponsor declines renewal or does not respond within the designated timeframe, the EDA reserves the right to solicit a new sponsor and replace the wrap accordingly.

Sponsor Renewal Process

At the conclusion of the sponsorship term, sponsors will receive the first right of refusal to renew their sponsorship.

The EDA shall:

1. Contact the sponsor regarding renewal opportunities.
2. Confirm whether the sponsor wishes to renew.
3. Coordinate any image updates, location changes, or design modifications if applicable.
4. Process payment and execute a new sponsorship agreement.

If the sponsor declines renewal, the EDA may market the sponsorship opportunity to a new business or organization.

Program Administration

EDA Staff Responsibilities

- Managing vendor communication
- Coordinating repairs and replacements
- Managing sponsorship renewals
- Maintaining the EDA Trash Can Wrap Fund

EDA Trash Can Subcommittee Responsibilities

- Coordinating image selection
- Maintaining sponsor records
- Tracking installation locations
- Monitoring wrap condition (Quarterly)

EDA Board Member Responsibilities

- Selling sponsorship opportunities
- Assigning one person (minimum) to the Trash Can Subcommittee

Ongoing efforts

- Subcommittee has a minimum of one Board Member committed at all times.
- Trash Can Subcommittee will conduct quarterly inspections of all vinyl-wrapped trash cans to assess the condition of each wrap and identify any damage or wear.
- Maintain documentation of each wrap's condition over time, tracking changes and evaluating replacement needs based on a priority scale.

- Monitor sponsorship terms and identify trash can wraps that are approaching the end of their two-year sponsorship agreement. At the conclusion of each sponsorship term, evaluate the condition of the corresponding vinyl wrap to determine whether replacement is warranted due to damage or normal wear. If the wrap is still in like-new condition the sponsorship holds until otherwise.
- Coordinate sponsorship renewals or secure a new sponsor when a wrap requires replacement following the expiration of the sponsorship term.

The City of Ellensburg retains ownership of the trash receptacles and will continue to provide support and approval for the program as needed.

Effective Date

This Standard Operating Procedure shall remain in effect until revised or replaced by action of the Ellensburg Downtown Association Board of Directors.



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

Agenda Subject: Second Quarter 2026 Financial Status and Investment Reports (Public Comment Opportunity)
Submitted by: Jerica Pascoe, Finance Director
Department: Finance

Suggested Motion/Action:

Move to accept the Second Quarter 2026 Financial Status and Investment Reports as presented.

Background/Summary:

Attached are the Second Quarter 2026 Financial Status and Investment Reports for the period ending March 31, 2026. The Second Quarter 2026 Financial Status report represents General Fund status, Governmental fund type tax revenues, and citywide revenues and expenditures. The City's Financial Management Policy provides that Council will receive updated information relating to the City's Financial Reports on a quarterly basis.

Previous Council Action:

The Second Quarter 2026 Financial Status and Investment Reports were presented to the Finance Committee at the August 11, 2026 meeting.

Analysis:

Key items – 2026 Second Quarter:

- General Fund revenues came in above budget, whereas expenditures are projected to come in below budget (Table 1, Page 1)
- Revenue remitted from State of Washington Sales Tax Activity is up 7% above 2nd quarter 2025 (Table 2, Page 2)
 - City Assistance was **down** 3%
 - Hotel/Motel Lodging was up 7%
 - Local Criminal Justice was up 3%
 - Liquor Excise Tax was up 11%
 - Marijuana Excise Tax was **down** 1%
 - Motor Vehicle Fuel Tax (MVFT) was **down** 4%
- Year-end tax revenue is projected to be 10.77% above budget (Table 3, Page 3)
 - Sales tax revenue is projected to be 14.4% above budget (Table 3, Page 3)

- Local Criminal Justice .1% – \$1,950 or .2% above budget (Table 4, Page 4)
 - Retail Sales for Public Transit .2% — (\$54,641) or 3% below budget
 - Retail Sales for Public Safety .3% — (\$203,014) or 10% below budget
 - Regular Retail Sales .85% – \$1,751,380 or 27% above budget
 - Retail Sales for Housing .1% – \$229,156 or 31% above budget
 - Retail Sales for Housing (State Credit) — \$0 or at budget
- B&O Tax revenue — 10.62% above budget (Table 3, Page 3)
 - Other tax revenue — 12.77% above budget (Table 3, Page 3)
 - Property tax revenue — 1.22% below budget (Table 3, Page 3)
 - January through June 2026 sales tax receipts are 9.19% higher than January through June 2025 receipts (Table 5, Page 5)
 - Utility tax revenues are 4.56% lower than in the 2nd quarter 2025 (Table 6, Page 6)
 - General Fund *not including managerial funds* (Table 7, Page 7)
 - Revenues — projected to be \$1 million above budget
 - Expenditures — projected to be \$2.3 million below budget
 - The total excess revenues over expenditures for all funds through the second quarter was \$14 million, of which \$10.25 million of the excess is from the enterprise and internal service funds, in which rates are set to provide for replacement and capital projects. The General Fund (including managerial funds) saw a net gain of \$472 thousand. (Table 9, Page 9)
 - The City had \$93,489,168.98 in excess cash invested as of 06/30/2026.(Investment report, page 1)

These are second quarter reports and do not reflect all activities.

Financial Impact:

None

Budget Adjustment: No

Attachments:

1. Q2 2026 Financial Status and Investment Report

City of Ellensburg Washington



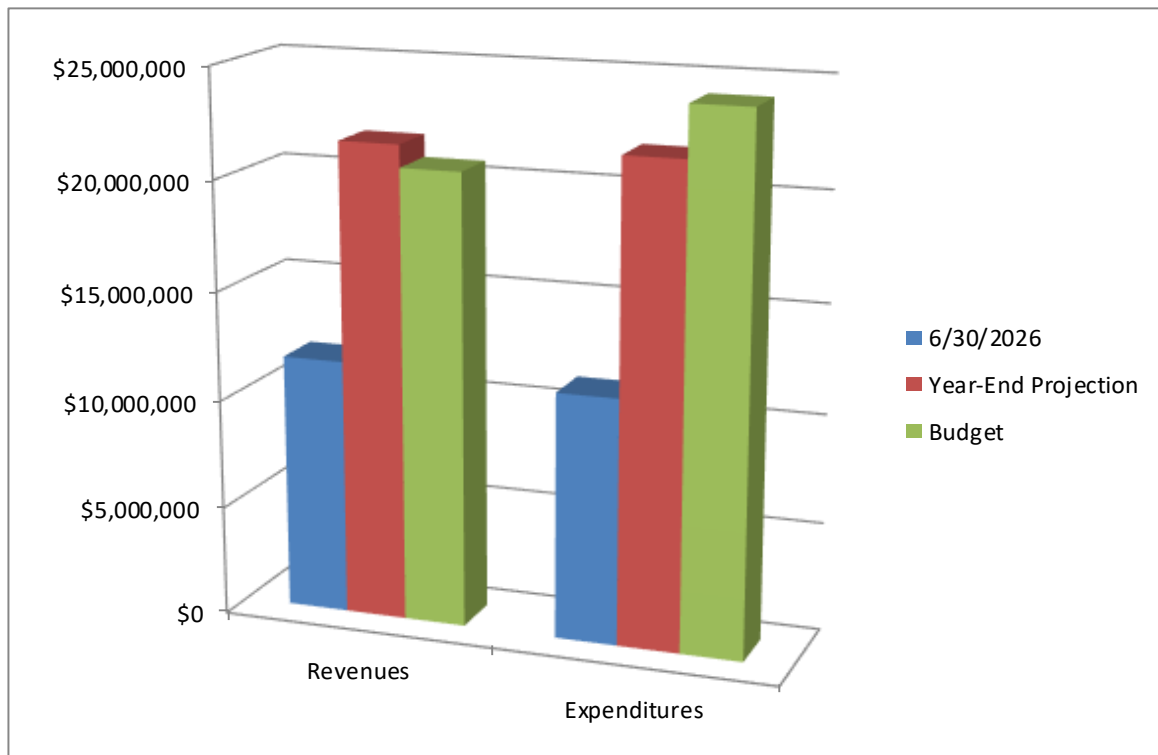
Quarterly Financial Status Report

For the Quarter Ending June 30, 2026
AS OF 07/07/2026

General Fund

The Governmental Funds' major funding sources include Property Tax, Sales Tax, Utility Taxes, Licenses & Permit Fees, Intergovernmental Revenue, and Charges for Services. Sales Tax is the largest tax revenue source for the City at approximately 56%, followed by B&O Tax at 19%, Property Tax at 18%, and Other Taxes at 7% of the budgeted City tax revenue. Tax revenue is approximately 18% of the total City revenues budgeted in 2026.

Table 1



NOTE: The above graph illustrates the difference between year-to-date actuals through June, year-to-date projections as of 07/07/2026, and revised budget through June 1, 2026.

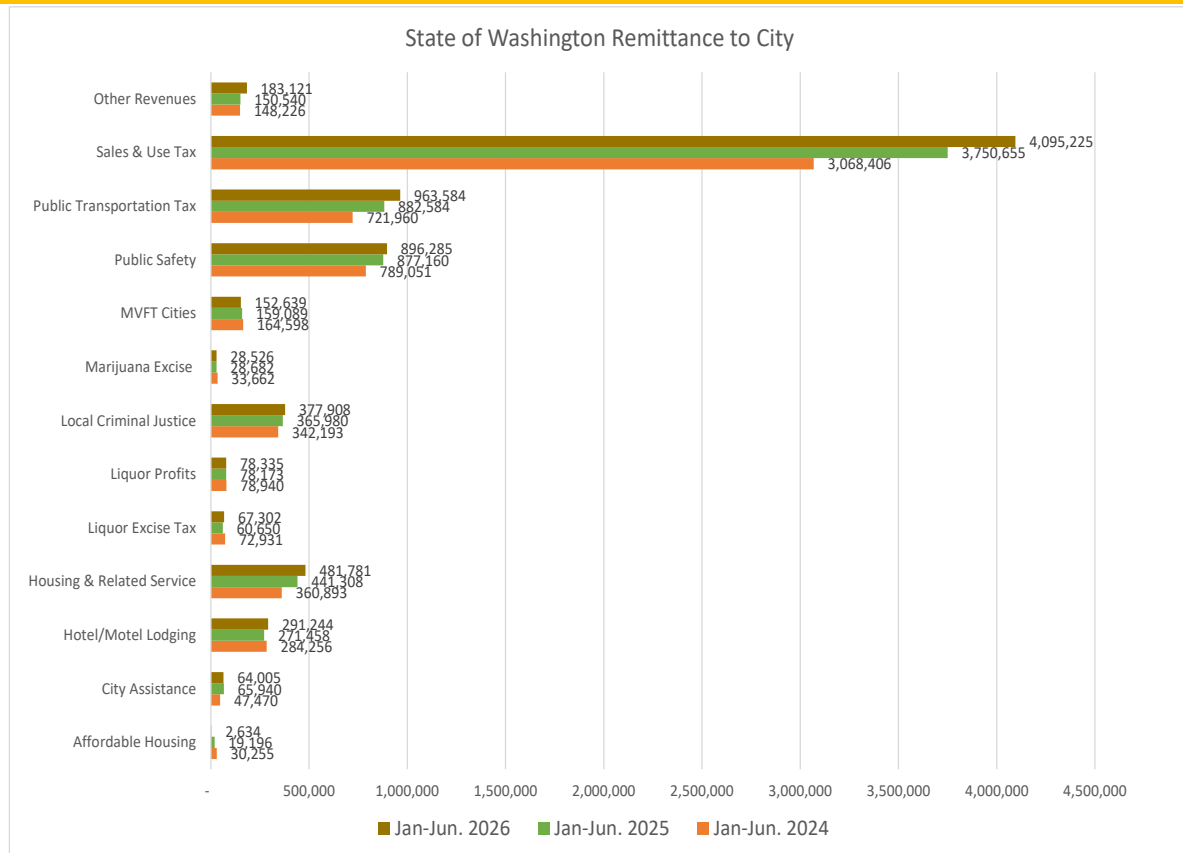
Second quarter projections, estimated based on economic conditions as of July 7, 2025, indicate that General Fund revenues, excluding managerial funds, are above budget. General Fund expenditures remain below budget and in compliance with Chapter 35A.33 RCW.

Budgeted expenditures reflect all adjustments approved by City Council through June 1, 2025. A breakdown of General Fund departments is included in **Table 7** of this report.

Governmental Funds Tax Revenue

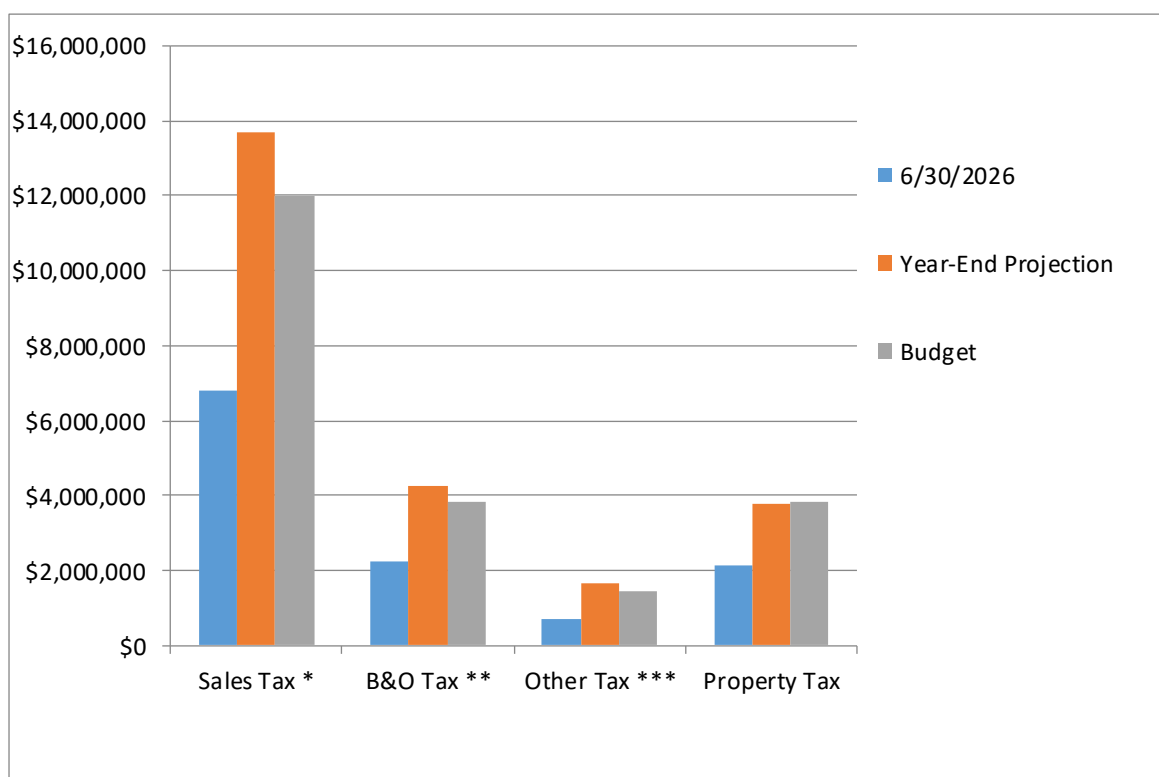
Table 2

CITY OF ELLENSBURG Year-to-Date Revenue Remitted from State of Washington Sales Tax Activity - Cash January-June Comparison for 2024 - 2025 - 2026 Table 2



	Receipts Dates Jan-Jun. 2024	Receipts Dates Jan-Jun. 2025	Receipt Dates Jan-Jun. 2026	Increase/ (Decrease)	% Inc (Dec)
Affordable Housing	30,255	19,196	2,634	(16,562)	-86%
City Assistance	47,470	65,940	64,005	(1,935)	-3%
Hotel/Motel Lodging	284,256	271,458	291,244	19,786	7%
Housing & Related Service	360,893	441,308	481,781	40,473	9%
Liquor Excise Tax	72,931	60,650	67,302	6,652	11%
Liquor Profits	78,940	78,173	78,335	162	0%
Local Criminal Justice	342,193	365,980	377,908	11,928	3%
Marijuana Excise	33,662	28,682	28,526	(156)	-1%
MVFT Cities	164,598	159,089	152,639	(6,450)	-4%
Public Safety	789,051	877,160	896,285	19,125	2%
Public Transportation Tax	721,960	882,584	963,584	81,000	9%
Sales & Use Tax	3,068,406	3,750,655	4,095,225	344,570	9%
Other Revenues	148,226	150,540	183,121	32,581	22%
Totals	6,142,841	7,151,415	7,682,589	531,174	7%

Table 3



	6/30/2026	Year-End Projection	Budget	Over/(Under) Budget
Sales Tax *	\$6,817,417	\$13,700,567	\$11,975,737	14.40%
B&O Tax **	2,231,606	4,245,441	3,837,925	10.62%
Other Tax ***	720,622	1,640,179	1,454,431	12.77%
Property Tax	2,149,698	3,768,144	3,814,745	-1.22%
	<u>\$11,919,344</u>	<u>\$23,354,331</u>	<u>\$21,082,838</u>	<u>10.77%</u>

* SALES TAX includes tax portions for public transit, affordable housing, public safety, and regular retail sales

**B&O TAX includes utility, gambling etc.

*** OTHER TAX includes leasehold and other excise taxes including hotel/motel tax

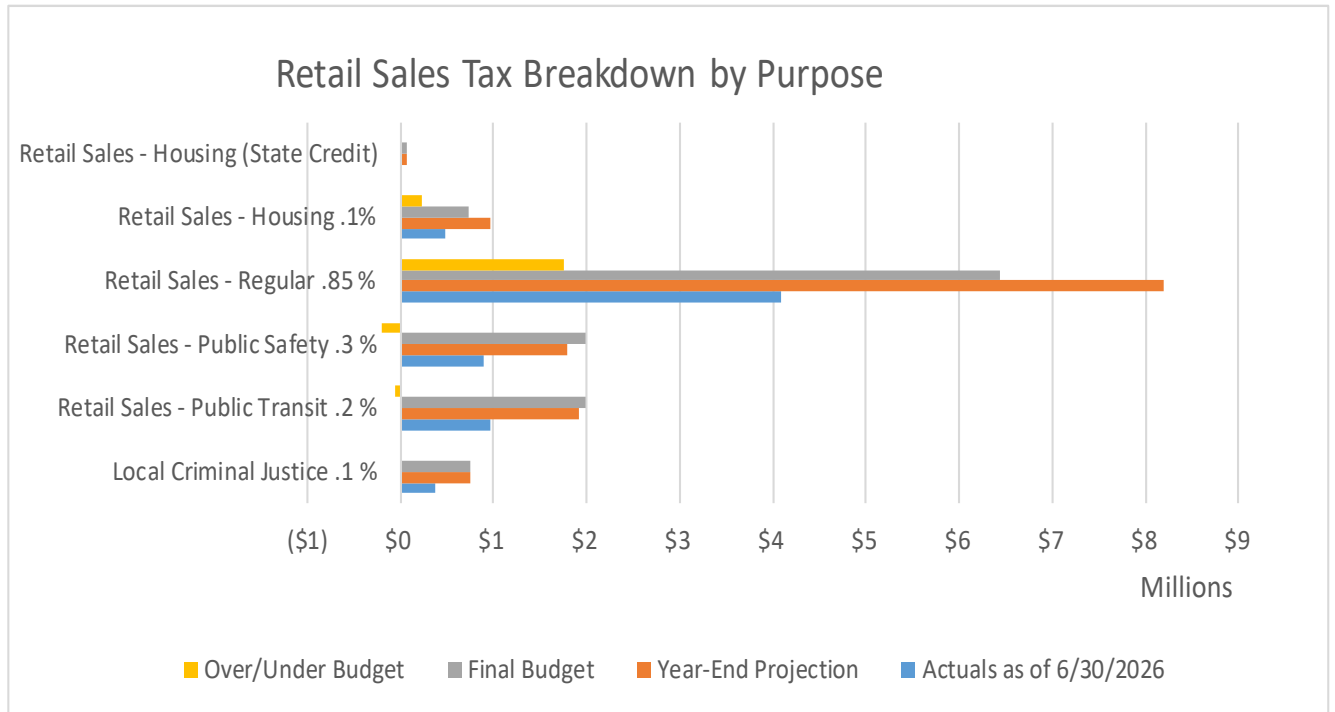
Overall governmental fund tax revenue is projected to exceed budget by approximately \$2.27 million or 10.77%.

Sales Tax

Table 4 breaks down the difference of budgeted less projected by tax purpose. It is important to note that this includes retail sales and use tax that is restricted for public transit, public safety,

and affordable housing purposes. Sales tax revenue received in January is for November 2025 activity.

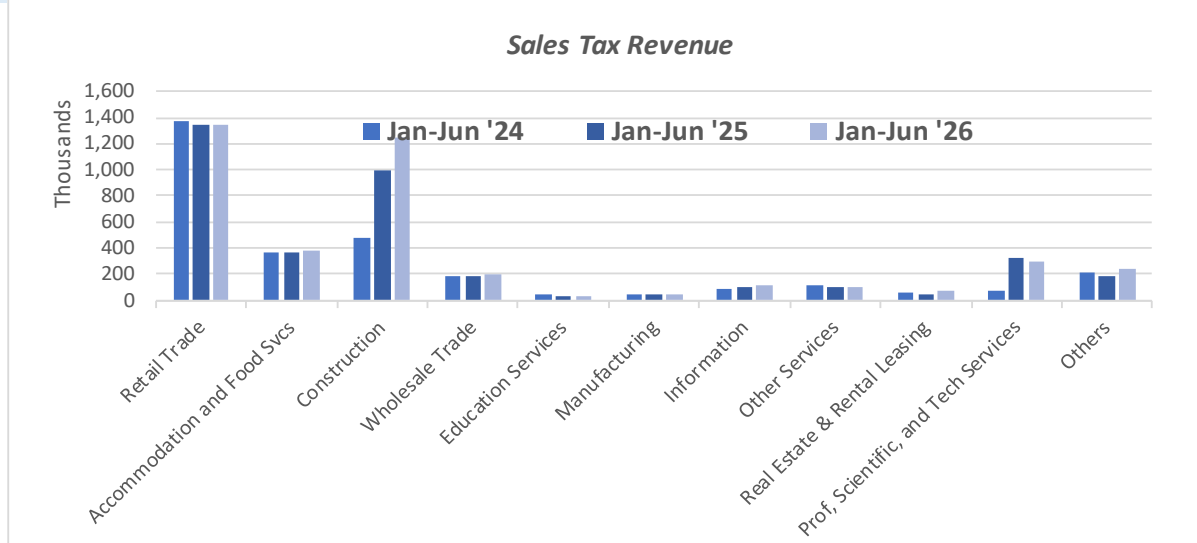
Table 4



	Actuals as of 6/30/2026	Year-End Projection	Final Budget	Projected Over/Under Budget
Local Criminal Justice .1 %	\$377,908	\$755,816	\$753,866	\$1,950
Retail Sales - Public Transit .2 %	963,584	1,927,169	1,981,810	(54,641)
Retail Sales - Public Safety .3 %	896,285	1,792,570	1,995,584	(203,014)
Retail Sales - Regular .85 %	4,095,225	8,190,451	6,439,071	1,751,380
Retail Sales - Housing .1%	481,781	963,562	734,406	229,156
Retail Sales - Housing (State Credit)	2,634	71,000	71,000	0
	\$6,817,417	\$13,700,567	\$11,975,737	\$1,724,831

Table 5

**Year-to-Date Sales Tax Activity - Cash Basis
Jan-Jun 2024/2025/2026**



	Receipts Dates Jan-Jun '24	Receipts Dates Jan-Jun '25	Receipt Dates Jan-Jun '26	Increase/ (Decrease)	% Inc (Dec)
Retail Trade	\$1,378,954	\$1,349,844	\$1,346,390	-\$3,454	-0.3%
Accommodation and Food Svcs	367,522	370,974	384,479	13,505	3.6%
Construction	484,011	998,672	1,241,396	242,724	24.3%
Wholesale Trade	190,430	188,073	205,802	17,729	9.4%
Education Services	41,150	34,616	38,932	4,316	12.5%
Manufacturing	52,520	49,791	47,733	-2,058	-4.1%
Information	88,583	96,625	111,930	15,305	15.8%
Other Services	113,017	108,601	107,115	-1,486	-1.4%
Real Estate & Rental Leasing	54,793	47,532	71,297	23,765	50.0%
Prof, Scientific, and Tech Services	77,531	322,696	297,652	-25,044	-7.8%
Others	219,895	183,229	242,498	59,269	32.3%
Total	\$ 3,068,406	\$ 3,750,653	\$ 4,095,224	\$ 344,571	9.19%

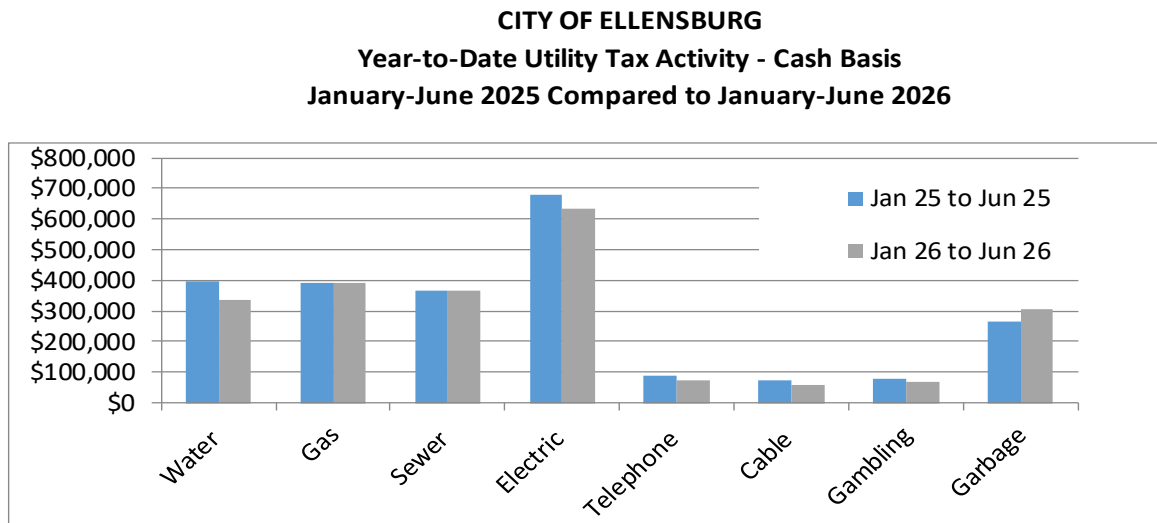
Source: Dept of Revenue Sales Tax Reports - 2026 information: reporting revenue **received** January thru June
Revenue was recorded on a cash basis for this report. January will be the first month of reporting for 2026

Retail sales tax is distributed monthly reflecting 20 different categories. The above graph reflects the top ten categories with 10 categories being identified within the “Others” category. **Overall sales tax is up 9.19% compared to the 2nd quarter of 2025 and 33.5% compared to Q2 of 2024. Construction had the highest dollar increase with Real Estate and Rental Leasing having the highest percentage increase. Retail Trade continues to decline and is down .3% from Q2 2025 and down 2.4% from Q2 2024.** If we removed the increase for

construction and tech services, which are very volatile, the sales tax increase over 2025 would be **up less than .1%**. These numbers do not include the .03% for criminal justice, the .02% for public transit, or the .01% for housing and related services. **These revenues are for sales from November 2025 through April 2026.**

Utility Tax – Table 6

The city generates utility tax revenues from the sale of the City’s gas, electric, water, and sewer utilities as well as utility taxes on cable television, telephone, and garbage collection. The cable utility tax revenue includes both the General Fund and the Special Revenue funds.



	Receipt Dates Jan 25 to Jun 25	Receipt Dates Jan 26 to Jun 26	Increase/ (Decrease)	% Inc (Dec)
Water (10.5%)	\$397,666	\$334,471	(\$63,195)	-15.89%
Gas (6%)	389,583	392,169	2,586	0.66%
Sewer (10.5%)	366,653	364,027	(2,626)	-0.72%
Electric (6%)	677,971	635,905	(42,066)	-6.20%
Telephone (6%)	88,427	72,857	(15,570)	-17.61%
Cable (1.075%)	72,405	58,432	(13,972)	-19.30%
Gambling (varies 2%-8%)	78,483	65,924	(12,559)	-16.00%
Garbage (8.1%)	266,932	307,820	40,888	15.32%
Total	<u>\$2,338,120</u>	<u>\$2,231,606</u>	<u>-\$106,514</u>	<u>-4.56%</u>

Revenue was recorded as cash basis for this report.

Telephone and cable taxes will continue to decrease as landlines and cable television have become less common. Residents using cell phone numbers with billing addresses from outside of the area are not paying this local telephone tax.

Table 7

General Fund Revenues and Expenditures - Budget and Projected 30-Jun-26				
	2026 Budget	2026 Projected	2026 Actual YTD	Budget less Projected
Revenues				
Taxes	\$8,455,582	\$8,835,415	\$4,788,527	-\$379,833
Licenses & Permits	568,828	\$528,006	270,802	\$40,822
Intergovernmental	698,467	\$842,662	469,265	-\$144,195
Charges For Fees	5,814,676	\$5,914,113	3,090,042	-\$99,437
Fines & Forfeits	245,000	\$213,320	166,253	\$31,680
Misc.	807,257	\$1,225,075	857,950	-\$417,818
Transfers	4,083,453	\$4,133,453	2,091,736	-\$50,000
Other Receipts	0	\$0	0	\$0
Total	\$20,673,263	\$21,692,045	\$11,734,574	-\$1,018,782
Expenditures by Dept				
NonDept	\$1,228,054	\$1,351,292	\$924,814	-\$123,238
Finance	3,322,771	\$2,961,066	1,480,533	361,705
City Manager	2,061,095	\$1,969,224	1,088,150	91,871
Police	6,910,858	\$6,185,268	3,092,634	725,590
Community Develop.	2,485,155	\$2,040,328	1,020,164	444,827
Engineering	2,137,302	\$1,858,766	929,383	278,536
Parks & Recreation	4,407,947	\$3,960,288	1,980,144	447,659
Library	1,598,457	\$1,497,396	748,698	101,061
Economic Development	31,000	\$27,182	13,591	3,818
Total	\$24,182,639	\$21,850,810	\$11,278,111	\$2,328,011
Excess of Revenues over	-\$3,509,376	-\$158,765	\$456,463	-\$3,350,611
Beginning Balance	9,889,030	9,889,172	9,889,172	-\$142
Ending Fund Balance	\$6,379,654	\$9,730,407	\$10,345,635	\$3,350,753

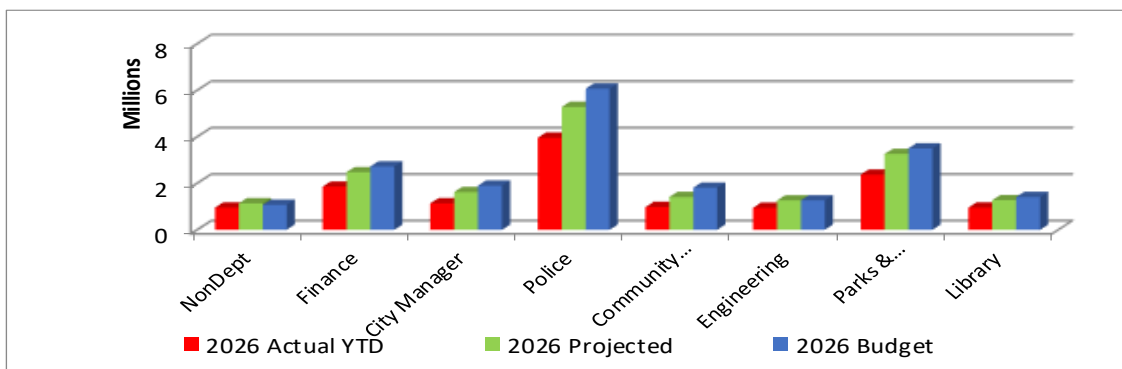


Table 8

<i>DEBT ACTIVITIES</i>	Issued Date	Maturity Date	Original Amount	12/31/2025	2026 Debt Payment
General Obligation					
Maintenance Bond - Pool	2010	2030	2,935,000	849,304	186,403
2017 GOI Bond - Public Safety Bldg.	2017	2037	7,200,000	5,690,450	562,326
Telecom Utility - LTGO Taxable **	2016	2036	290,243	179,851	19,263
			10,425,243	6,719,605	767,992
Revenue Bonds					
Stormwater Bond *****	2020	2039	5,000,000	4,100,673	360,836
Water Sewer ****	2016	2029	6,990,000	2,865,000	756,182
Gas	2016	2036	859,015	514,397	47,959
Electric- Refunding***	2005/2014	2025	3,650,000	0	0
Electric	2014	2033	4,540,000	4,400,000	205,475
Water/Sewer	2021	2040	10,000,000	8,237,746	666,890
			31,039,015	20,117,816	1,370,451

** LTGO Taxable 20 year bonds in 2016

*** Electric Bonds were refunded in 2014 with a new bond which has a lower interest rate

**** Water/Sewer Bonds refunded in 2016 with a new bond at a lower interest rate

Citywide Report

The table on the following page, **Revenues and Expenditures-Actual**, shows that the City brought in approximately **\$14 million more than it spent** through Quarter 2 of 2026 year-to-date.

Of this excess revenue over expenditures, **\$10.25 million** is attributable to the utility and internal service funds. The **General Fund, including managerial funds, recorded a net gain of \$472 thousand**. This gain is largely attributable to the **\$407 thousand animal shelter donation received in Q2**.

Table 10 reduces utility revenues by the outstanding utility receivable amounts in order to convert reported revenues to cash-basis presentation.

Investment Report

The attached report provides a breakdown of the City's investment portfolio. The City's investment objectives are **safety, liquidity, and yield**. To support the priorities of safety and liquidity, the majority of the City's investments are held in the **State Pool**.

Table 9

**All City Funds
Revenues and Expenditures- Actual
For the Quarter Ending June 30, 2026**

	Revenue	Expenditures	Excess of Revenue Over Expenditures
General Fund	\$11,734,574	\$11,278,111	\$456,463
Special Revenue Funds			
Street	1,670,272	1,066,692	603,580
Arterial	1,569,163	917,495	651,668
Traffic Impact	137,020	723,560	(586,540)
Ellensburg Public Transit	2,140,036	938,659	1,201,377
Criminal Justice	977,890	1,147,165	(169,275)
Drug Fund	893	0	893
Sales Tax	4,105,324	4,302,447	(197,123)
CATV - Operations	33,611	30,682	2,929
CATV - Capital	1,586	0	1,586
Parks Acquisition	171,416	0	171,416
Arts Acquisition	50,800	8,225	42,575
Lodging Tax	295,059	131,889	163,170
Housing & Related Service	534,958	161,407	373,551
Grants Fund	0	32,522	(32,522)
Debt Funds			
Public Safety Bond	562,327	281,163	281,164
Maintenance Bond	186,403	8,786	177,617
Capital Funds			
Fieldhouse Construction Fund	135,080	37,825	97,255
Capital Const. Bond Projects	0	0	0
General Fund Capital Projects Fund	0	0	0
Sidewalk	202,638	47,168	155,470
Recreational Facilities Fund	204,205	13,067	191,138
Enterprise Funds			
Stormwater	1,604,885	1,127,413	477,472
Telecommunications	461,367	220,099	241,268
Gas	6,950,785	5,874,229	1,076,556
Electric	14,467,168	9,229,419	5,237,749
Water	3,462,286	2,532,249	930,037
Sewer	3,697,615	2,661,434	1,036,181
Internal Service Funds			
Shop	1,917,807	1,508,054	409,753
General Facilities Fund	809,637	531,688	277,949
Health Insurance	9,965	3,912	6,053
Risk Management	1,109,876	1,228,168	(118,292)
IT	2,062,561	1,392,029	670,532
GIS	183,519	175,301	8,218
Library Trust	6,132	894	5,238
Hal Holmes	3,681	1,546	2,135
Fire Relief	240,588	45,133	195,455
Total	\$61,701,127	\$47,658,431	\$14,042,696
Managerial Funds of the General Fund			
* Utility Revenue amounts have been converted to cash basis			

The City will diversify its investments by security type and institution. The following schedule provides the maximum holdings in any one type of investment with any one type of issuer.

Funds invested \$ 93,489,168.98

Bench Marks

1-year Treasury Constant Maturity - 4.06%

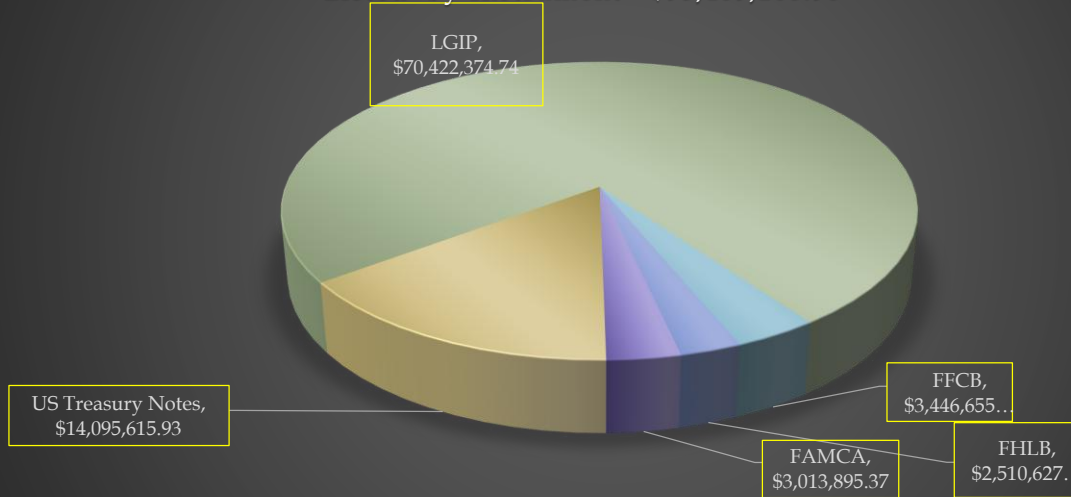
2-year Treasury Note -3.54%%

External Investments - 3.1306%

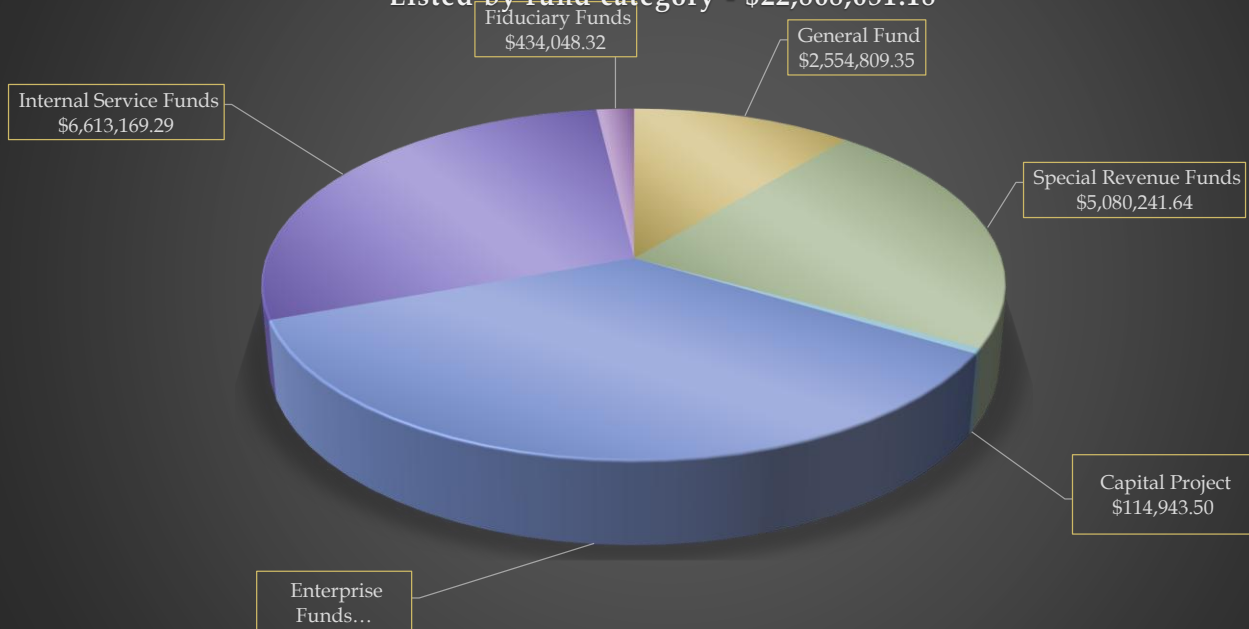
Local Govt. Investment Pool (LGIP)-Gross Earnings Rate - 3.7164%

Interest earned in May - 0.00

Total Funds Invested
Listed by Instrument - \$93,489,168.98



Investments with other Institutions
Listed by fund category - \$22,868,631.18



Investments with other Institutions

Type of Authorized Security	Maximum Holdings and Issuer Limitations	maximum \$ amount that can be invested	% limitation per issuer	% of portfolio invested	Current Investment Holding Amount	Name	Amount Invested w/Issuer	% of Issuer Holding	Yield to Maturity	Expected Annual Earnings
U.S. Treasury Bills, Notes, Portfolio	100 % of Portfolio	#####	no limitation	25 %	\$23,066,794		-	0 %	0.00 %	\$ -
						#68 FHLB Settled 8/9/21 purchase: \$1,006,671.67 Matures 6/12/26	-	0 %	0.65 %	7,500
						#73 FFCB Settled 9/22/22 purchase: \$1,476,304.88 Matures 9/15/27	1,476,305	2 %	3.74 %	50,625
						#75 FHLB Settled 3/1/23 purchase: \$1,030,566 Matures 2/14/26	1,011,115	1 %	4.50 %	45,000
						#76 FFLB Settled 3/1/23 purchase: \$1,499,512 Matures 10/14/26	1,499,513	2 %	4.55 %	17,238
						#77 US Treas Settled 8/25/23 purchase: \$1,498,156 Matures 2/15/27	1,498,156	2 %	4.45 %	36,225
						#78 Farmer Mac Settled 12/8/23 purchas: \$1,011,425.11 Matures 4/24/26	1,005,713	1 %	4.38 %	43,750
						#79 FFCB Settled 2/14/24 purchas: \$996,318.58 Matures 8/14/26	996,319	1 %	4.21 %	41,250
						#80 FFCB Settled 4/1/2024 purchas: \$974031.81 Matures 6/14/26	974,032	1 %	4.42 %	31,250
						#81 FAMCA Settled 06/21/24 purchase: \$2,013,665.67 Matures 5/21/27	2,008,183	2 %	4.55 %	91,000
						#82 Treasury STRIPS Settled 12/16/2024 purchas: \$1979914 Matures 8/15/28	1,979,914	2 %	4.13 %	94,990
						#83 Treasury NTS Settled 2/05/2025 purchas: \$1517332.50 Matures 5/31/29	1,517,333	2 %	4.20 %	44,000
						#84 Treasury NTS Settled 6/11/2025 purchas: \$998736.06 Matures 8/14/28	998,736	1 %	3.62 %	37,000
						#85 Treasury NTS Settled 9/05/2025 purchas: \$1,070,999.40 Matures 11/30/29	1,065,222	1 %	3.88 %	41,500
						#86 Treasury NTS Settled 11/07/2025 purchas: \$1,025,323.81 Matures 3/14/28	1,024,489	1 %	3.55 %	36,130
						#87 Treasury NTS Settled 3/24/2026 purchas: \$812,107.50 Matures 4/15/30	812,108	1 %	3.90 %	
						#88 Treasury NTS Settled 3/30/2026 purchas: \$1,007,370.14 Matures 5/31/28	1,004,960	1 %	3.85 %	
						#89 Treasury NTS Settled 3/30/2026 purchas: \$1,986,009.23 Matures 11/30/230	1,986,009	2 %	3.94 %	
						#90 Treasury NTS Settled 3/30/2026 purchas: \$1,003,419.09 Matures 11/30/27	1,000,614	1 %	3.86 %	
						#91 Treasury NTS Settled: 6/22/2026 purchas: \$1,208,076.33 Matures 7/30/30	1,208,076	1 %	3.86 %	
Subtotal Funds							23,066,794.24		\$	617,458.00
External Investments								2.68% AAY		

CITY OF ELLENSBURG - Investment Report As of

6/30/2026

Investment in State of Washington Investment Pool

State of WA	100% of	\$93,489,169	no limitation	75%	70,422,374.74	State of WA Local	70,422,374.74	75%	4.1659%	\$	2,933,725.71
State Investment Pool									4.17%	AAY	

AAY = Average Annual Yield FFCB - Federal Farm Credit Bank

FHLB - Federal Home Loan Bank

FHLMC - Federal Home Loan Mortgage Corp

FNMA - Federal National Mortgage Assn

FAMCA - Federal Agriculture Mortgage Corp

Sorted by Maturity

Security	Description		Rate	Par	Maturity	Months Left to Maturity	Investment #
3134GWWP7	FHLMC	CALLABLE after 3/30/23	0.63	4,000,000.00	3/30/2026	-3	69
3130AMFS6	FHLB	NONCALLABLE	0.65	1,000,000.00	6/12/2026	-1	68
3133ENH45	FFCB	NONCALLABLE	4.42	1,000,000.00	8/24/2026	2	80
3130APAC9	FHLB	CALLABLE after 4/14/23	1.02	1,690,000.00	10/14/2026	3	76
912828V98	US TREASURY NOTES	NONCALLABLE	4.45	1,610,000.00	2/15/2027	8	77
31424WJL7	FAMCA	NONCALLABLE	4.45	2,000,000.00	5/21/2027	11	81
3133ENL99	FFCB	NONCALLABLE	3.74	1,500,000.00	9/15/2027	15	73
91282CPL9	US TREASURY NOTES	NONCALLABLE	3.86	1,000,000.00	11/30/2027	17	90
3130ATS57	FHLB	NONCALLABLE	4.17	1,000,000.00	3/10/2028	20	75
91282CHE4	US TREASURY NOTES	NONCALLABLE	3.85	1,000,000.00	5/31/2028	23	88
912833RZ5	US TREASURY NOTES	NONCALLABLE	4.13	2,300,000.00	8/15/2028	26	82
31424WCR1	FAMCA	NONCALLABLE	4.38	1,000,000.00	12/4/2028	29	78
3133EP3B9	FFCB	NONCALLABLE	4.21	1,000,000.00	2/13/2029	32	79
91282CES6	US TREASURY NOTES	NONCALLABLE	4.2	1,600,000.00	5/31/2029	35	83
91282CLK5	US TREASURY NOTES	NONCALLABLE	3.62	1,000,000.00	8/31/2029	38	84
91282CFY2	US TREASURY NOTES	NONCALLABLE	3.5	1,045,000.00	11/30/2029	41	85
91282CGQ8	US TREASURY NOTES	NONCALLABLE	3.55	1,017,810.00	2/28/2030	44	86
76116FAC1	US TREASURY NOTES	NONCALLABLE	3.9	950,000.00	4/15/2030	46	87
91282CNN7	US TREASURY NOTES	NONCALLABLE	3.86	1,200,000.00	7/31/2030	49	91
91282CPN5	US TREASURY NOTES	NONCALLABLE	3.94	2,000,000.00	11/30/2030	53	89

TOTAL PAR 28,912,810

Investment by Fund/Category

General Fund	2,554,809.35
Special Revenue Funds	5,080,241.64
Capital Project	114,943.50
Enterprise Funds	8,269,582.14
Internal Service Funds	6,613,169.29
Fiduciary Funds	434,048.32
Total	23,066,794.24
LGIP	70,422,374.74
	-
Total	93,489,168.98

Investment by Instrument

US Treasury Notes	14,095,615.93
State of WA Bonds	-
LGIP	70,422,374.74
FFCB	3,446,655.27
FHLB	2,510,627.67
FAMCA	3,013,895.37
Total	93,489,168.98

- difference



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

Agenda Subject: Comprehensive Plan Chapter Review: Economic Development (Public Comment Opportunity)
Submitted by: Kelle Vandenberg, Arts & Economic Development Manager
Department: Community Development

Suggested Motion/Action:
This item is for informational purposes only and is presented as an opportunity for Council and community members to review and provide comment on the proposed chapter draft.

Background/Summary:
The City of Ellensburg contracted with SCJ Alliance to complete the 2026 Comprehensive Plan Periodic Update. Final draft chapters are currently being compiled and will be presented individually to Council for review.

The update process includes multiple opportunities for public input, including a public open house held on July 22, 2026. For Chapter 8, Economic Development, staff worked with strategists from Leland Consulting Group, a sub-consultant to SCJ Alliance, to update relevant data and statistics.

Previous Council Action:
Consultant Agreement with SCJ Alliance for completion of the Comprehensive Plan was approved by Council on May 19, 2025.

Analysis:
The following table outlines the content changes from the current Chapter 6: Economic Development and the proposed Chapter 8: Economic Development:

SECTION	EDIT TRACKING
Overview/Introduction	Revised/refreshed content
Key Takeaways	New content
Background	Revised/refreshed content
Economic Development Strategies	New content and Revised/refreshed content
Demographics and Workforce	Revised/refreshed content
Housing Costs	Revised/refreshed content
Employment Overview	Revised/refreshed content
Employment Trends and Top Employers	New content and Revised/refreshed content
Commercial Development Trends	New Content

Retail Leakage
Unemployment
Wages
Employment Forecasts
Economic Sectors

New Content
Revised/refreshed content
Revised/refreshed content
Revised/refreshed content
New content and Revised/refreshed content

Conclusion
Goals, Policies, and Programs

New Content
New content and Revised/refreshed content

Financial Impact:
No Financial Impact

Budget Adjustment: No

Attachments:
1. CH. 8 ECONOMIC DEVELOPMENT-FINAL DRAFT

8. Economic Development Element

Overview

Economic development is the process of enhancing a community's economic well-being and overall quality of life. It requires a strategic and coordinated approach to foster sustainable economic growth, including the maintenance and development of infrastructure; business retention and expansion; support for innovation and business recruitment; workforce development; and the creation of a high quality of life that sustains the community and attracts visitors.

A city's role in economic development is centered on creating a strong foundational environment that supports private investment and long-term growth. This role is defined by four key components:

- ◆ **Provision of essential services**, including transportation systems, street maintenance, utilities, and communication infrastructure.
- ◆ **Strategic planning and policy development** that support economic growth, including zoning and land use planning for sustainable development.
- ◆ **A supportive regulatory framework** designed to attract and retain businesses, while encouraging small business development, and innovation through public-private partnerships.
- ◆ **Quality of life enhancement**, achieved through investment in cultural, educational, recreational, and community amenities that attract and retain a talented workforce, residents and visitors.

This chapter outlines goals, policies, and programs that define the City of Ellensburg's role in economic development and guide efforts to build a resilient and diverse local economy. While economic activity occurs across both public and private sectors, the City's role is to establish clear parameters for private markets, provide essential services, and ensure that development contributes positively to Ellensburg's quality of life.

A healthy economy supports all aspects of the community, including job creation and retention, infrastructure investment, and the provision of community services. A strong local economy also reinforces Ellensburg's identity as a unique and attractive place to live, work, play, and visit.





The goals, policies, and programs in this chapter are intended to guide the City of Ellensburg in fostering a supportive, and equitable business environment for both new and existing businesses, while promoting diverse employment opportunities for residents and maintaining a strong and sustainable tax base, to support essential public services.

Key Takeaways

- ◆ Economic development is essential to improving community well-being, quality of life, and long-term resilience, and requires a coordinated and collaborative strategic approach.
- ◆ The City plays a foundational role in economic development by providing essential infrastructure and services, establishing clear and predictable policies, and creating conditions that support private investment.
- ◆ The City supports the growth and development of emerging industry clusters—particularly in the creative and technical industries—to foster innovation, diversify the local economy, and enhance long-term economic endurance.
- ◆ A diverse and adaptable local economy depends on business retention and expansion, targeted recruitment, support for entrepreneurship and innovation, and a skilled workforce.
- ◆ Strategic land use planning, zoning, and infrastructure investment are critical tools for guiding sustainable economic growth and ensuring efficient use of land and public resources.
- ◆ A supportive and balanced regulatory environment is necessary to attract and retain businesses while encouraging small business development through partnerships and collaboration.
- ◆ Quality of life is a key economic asset; investments in cultural, educational, recreational, and community amenities strengthen the local economy by attracting residents, workers, visitors, and employers.
- ◆ The City has specific tools that support economic development including, collaboration with Central Washington University, other municipalities and government agencies, public-private partnerships that support economic growth programs, Opportunity Zones that offer investors tax incentives for development, Foreign Trade Zones, limited tax increment financing to facilitate infrastructure expansions, and Multifamily Tax Exemption that allow developers to apply for a tax exemption for a specific period of time.
- ◆ A strong local economy enhances the City's fiscal health, enabling continued investment in infrastructure, public services, and community amenities.
- ◆ Collaboration among public agencies, private businesses, educational institutions, and regional partners is essential to achieving sustainable and long-term economic success.



Background

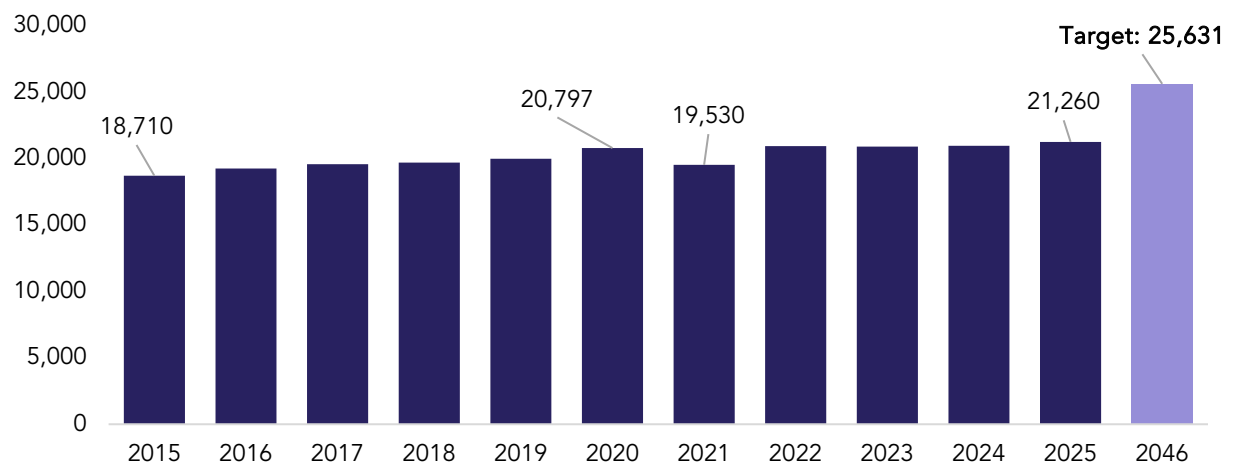
Ellensburg, with a population of 21,260 in 2025, functions as the commercial and governmental center of Kittitas County. The City provides essential services to local residents and collaborates with financial, religious, and the educational institutions that serve a much larger regional population. As a central gathering place, the Ellensburg community hosts a diverse range of activities, events, and services that attract visitors from well beyond its city limits. It is perhaps best known as the home of Central Washington University and the annual Ellensburg Fair and Rodeo, both of which draw national attention.

The City offers a high quality of life characterized by a clean environment, a vibrant downtown, and abundant outdoor recreational opportunities—factors that contribute to its overall economic vitality. Local businesses generate property, sales, lodging, real estate, and other tax revenues that support public infrastructure and help sustain this quality of life. As local and national economies and lifestyles evolve, it will become more important for Ellensburg to maintain and enhance its livability through smart urban design that reflects the values and choices of the community. Like many rural communities nationwide, Ellensburg faces challenges related to the availability of living-wage jobs, affordable housing, aging infrastructure, and the City’s capacity to provide services that support business growth and expanding economic opportunity. Residents seek stable employment, diverse retail options, and safe social spaces that allow them to live, work, and recreate within the community.

Population Trends and Targets

Ellensburg’s population has increased consistently over the past decade, with a notable drop during the COVID-19 pandemic as a result of the student population, as shown below. The County’s population target for Ellensburg is 25,631 residents by 2046, representing a compound annual growth rate of 0.9 percent over the planning horizon of this Comprehensive Plan.

Figure 8-1: Population in Ellensburg, 2015-2025



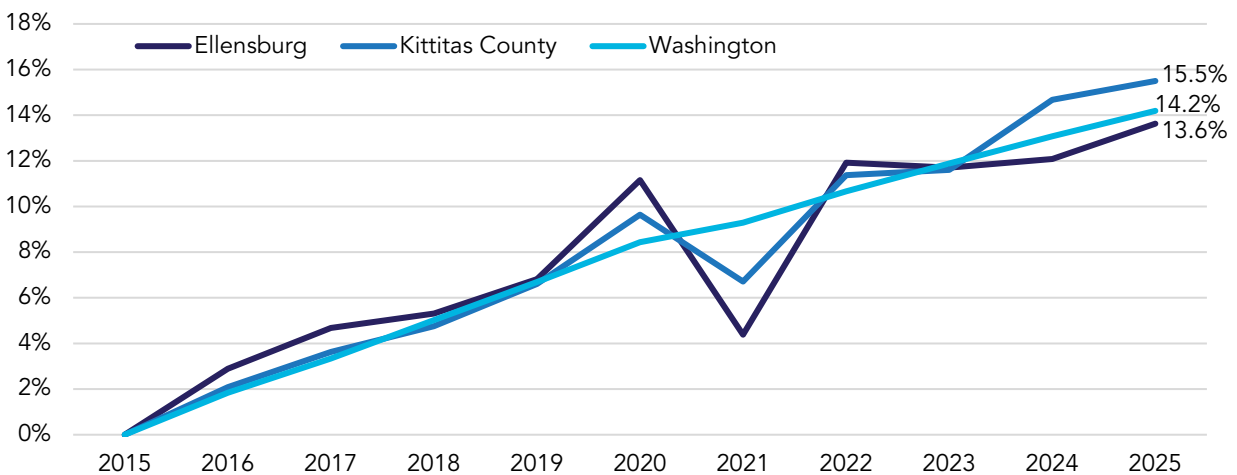
Source: Washington Office of Financial Management (OFM), Kittitas County



County and City Growth Rates

The growth in metropolitan areas near Ellensburg—King County in particular—is changing the community’s economic position. However, Ellensburg lost a net total of nearly 1,300 residents between 2020 and 2021 during the peak years of the COVID-19 pandemic, mostly due to student enrollment at Central Washington University. The rate of increase has slowed since the pandemic, with a compound annual growth rate of 1.3 percent between 2015 and 2025, compared with only 0.4 percent between 2020 and 2025. The rate of population growth in Ellensburg is similar to that seen Countywide and Statewide over the past decade, as shown below.

Figure 8-2: Cumulative Population Growth, 2015-2025



Source: Washington Office of Financial Management (OFM).

Ellensburg’s Economic History

Historically, Ellensburg’s economy has been relatively narrow since its settlement in the late 1800s. While agriculture remains an important foundation, the community is now less reliant on natural and agricultural resources as market pressures within the sector increase. Today, Central Washington University, Kittitas Valley Healthcare, state and local government, and food and retail services serve as the city’s primary economic drivers. In recent years, Ellensburg has also experienced an increase in residents commuting to Yakima County and the greater Puget Sound region for employment.

Population growth and rising housing costs in nearby metropolitan areas—particularly King and Snohomish Counties—are reshaping Ellensburg’s economic role. As the Seattle region becomes more congested and less affordable, many households are drawn to Kittitas County for a slower pace of life and comparatively lower housing costs. Advances in technology and the expansion of remote work have made long-distance commuting and telework increasingly viable, contributing to a growing number of residents working in Yakima County and the Puget Sound region. These shifts place new economic pressures on a rural community with deep generational roots and influence traditional livelihoods in the Kittitas Valley.



Like many rural communities across the state, Ellensburg continues to evaluate the long-term effects of the COVID-19 pandemic. Local small businesses faced significant disruptions, prompting state, county, and city governments to provide additional resources during an unprecedented period. As the community moves into a post-pandemic economy, the full scope of these impacts remains uncertain. Ongoing challenges include supply chain instability, rising costs of labor and goods, increased demand for community services, and a growing need for affordable housing.

The expansion of remote work opportunities, coupled with escalating housing costs in neighboring counties, and the increase of short-term rentals has intensified demand for new housing in Ellensburg and contributed to rising home prices. Because median incomes have not kept pace with these increases, the demand for affordable housing options has continued to grow.

Economic Development Strategies

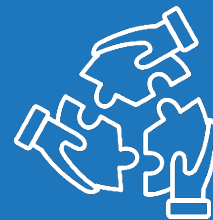
A County-Wide Collaborative Model

Kittitas County encompasses a large geographic area with several small rural municipalities, towns, and unincorporated communities that have historically been shaped—and often separated—by distance, political perspectives, and socio-economic differences. Ellensburg is the county’s largest city and serves as its primary regional center. Recognizing the need for a more collaborative and sustainable approach to economic development, Kittitas County and the City of Ellensburg pursued a new strategy rooted in collaboration and shared goals. In 2021, they invested resources to engage an outside consulting firm to develop a comprehensive strategic plan to guide regional economic development and generate long-term benefits for communities across the county. Finalized in 2023, the Kittitas County Economic Development Strategic Plan established a framework for a countywide collaborative partnership that spans cities, towns, and communities and includes Central Washington University as a key partner.

Building the Future

Over the next 20 years, Kittitas County is positioned to become a model hub for transformative economic development. The Kittitas County Economic Development Partnership (KCEDP) brings together the Conference of Governments, an Economic Development Action Committee composed of representatives from cities, towns, and the county, regional economic development organizations, the Associate Development Organization (ADO), Central Washington University, and community advisory groups. This collaborative partnership is committed to fostering a vibrant, resilient, and diversified economy by uniting public and private partners across the county. The partnership is committed to working together to implement strategies that respect what makes Kittitas County unique, support strong local independent communities, and create a sustainable economy for everyone. The structure of the partnership will continue to evolve over time to meet the needs of the collective communities.





As a key stakeholder, the City of Ellensburg is committed to the following shared values for economic development:

- ◆ **Collaboration:** Unite upper and lower County government and organizations in shared goals and actions that benefit the County as a whole.
- ◆ **Economic Resilience:** Provide residents with tools and resources to access jobs and opportunities in the area, including entrepreneurship.
- ◆ **Balanced Growth:** Direct and manage the County's growth to build a dynamic community that remains an attractive and affordable place to live.
- ◆ **Community Investment:** Develop the County's infrastructure to meet its current and future needs and position it to amplify the advantage of its central location.
- ◆ **Preservation:** Preserve the legacy of the County, valuing its assets and resources to turn them into opportunities for future generations.

Equitable Economic Development

While the overarching goal of economic development in Ellensburg is to promote the wellbeing, vitality, and quality of life of its residents, access to education, housing, and employment opportunities is not equally shared, resulting in disparities in quality of life across the community. As Ellensburg invests in its future, it does so with a commitment to collective action and the implementation of tangible solutions that foster a more equitable economy. This effort includes examining existing policies and procedures, establishing inclusive economic development goals that do not disadvantage members of the community or marginalized groups and remove barriers where evident. In partnership with community organizations and stakeholders, key priorities include expanding educational opportunities, strengthening workforce development, supporting business attraction, retention, and expansion, and increasing the availability of affordable housing.

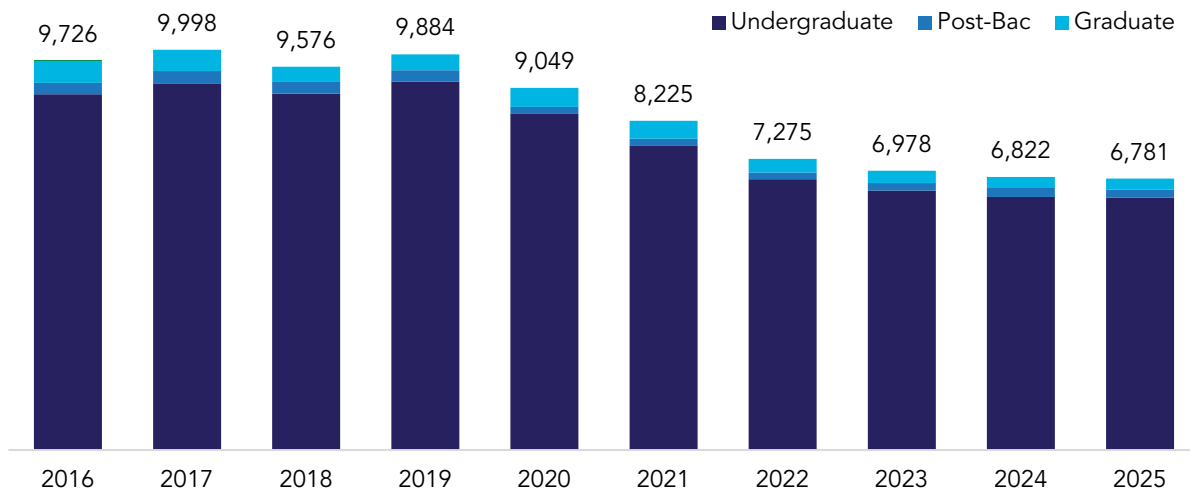
Demographics and Workforce

University Enrollment/Trends

Central Washington University is a key employer and economic driver in Ellensburg. As of Fall 2025, 6,781 students were enrolled at the university, 87 percent of whom were undergraduates. The high share of students in Ellensburg impacts city demographics – Ellensburg's population is younger than the county's, with a lower median household income. Enrollment at the University has been decreasing since the pandemic, with 2025 enrollment at about 82 percent of 2020 levels.



Figure 8-3: Central Washington University Fall Semester Enrollment (students at Ellensburg location only), 2016-2025

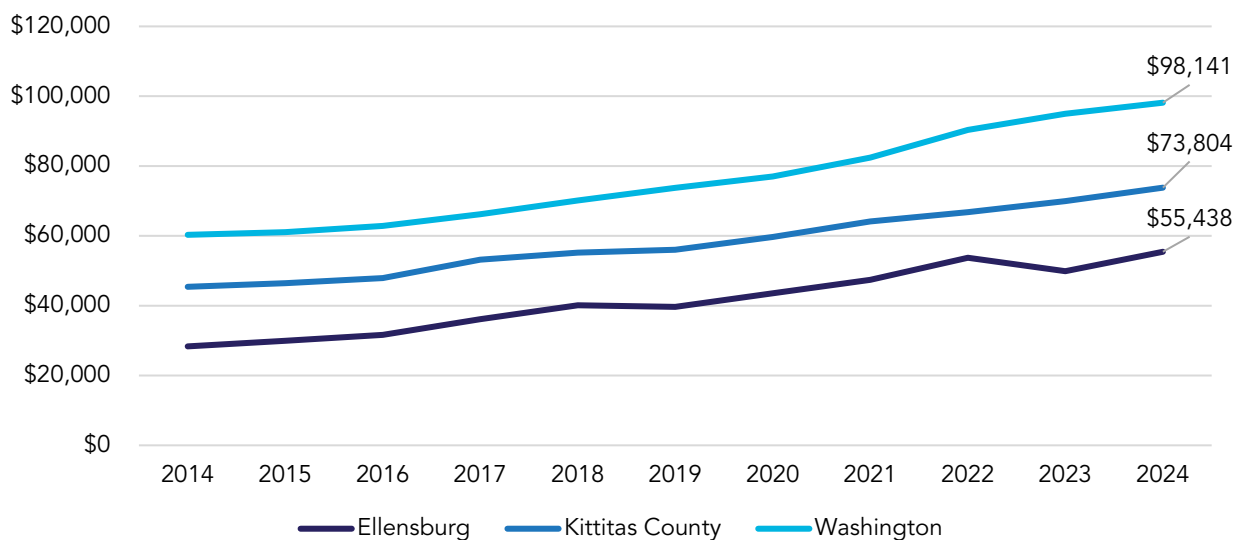


Source: Central Washington University.

Household Income

In 2024, the median household income for households residing in the City of Ellensburg was \$55,438, compared to \$73,804 for Kittitas County and \$98,141 for Washington state respectively. Ellensburg's median family household income is 52 percent of the median income of Washington State, and 71 percent of the median income of Kittitas County.

Figure 8-4: Median Household Income, 2014-2024



Source: US Census Bureau Five-Year ACS, Table S1901.



Table 8-1 compares the demographics and family household income of Ellensburg with Kittitas County and with Washington state.

Table 8-1: Demographics and Household Income as of 2022

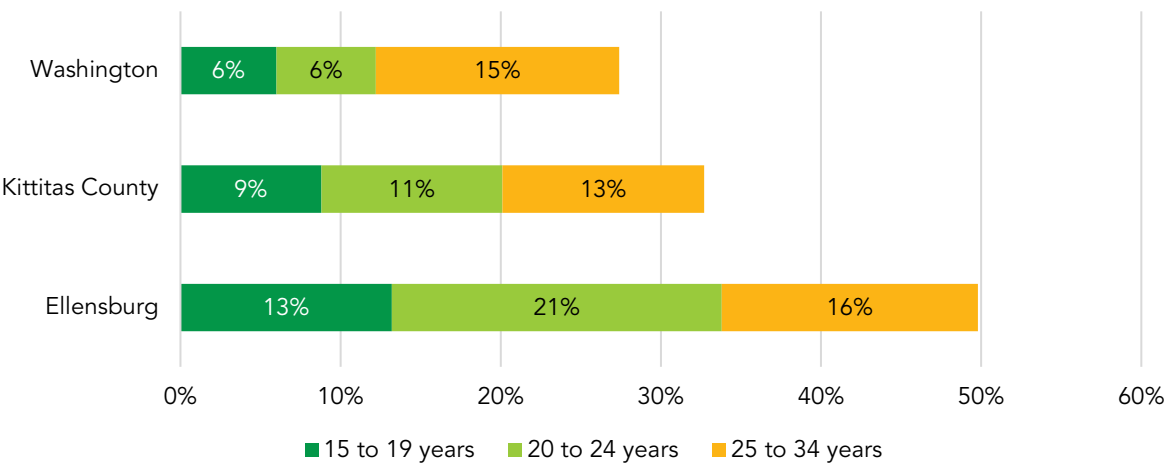
	Ellensburg	Kittitas County	Washington State
2025 population	21,260	48,950	8,115,100
Median age	26.7	37.9	38.2
Labor force population (age 18-64), percent of total	67.0%	61.8%	60.4%
65 years and over, percent of total population	9.9%	16.3%	15.8%
Median household income	\$49,888	\$69,928	\$94,952

Source: Washington Office of Financial Management, United States Census, American Community Survey 5-Year Estimates, 2019-2023.

Age

The median age in Ellensburg is influenced by the population of college students attending Central Washington University. In the fall of 2024, student attendance on the Ellensburg campus was 5,197, roughly a quarter of the population of Ellensburg, and a significant portion of the population of Kittitas County. The University had projected incoming on-campus freshman enrollment to grow by about 2% each year for the next 10 years. However, CWU, like many other campuses across the country, has seen a decline in enrollment from incoming freshman students.

Figure 8-5: Share of Population between 15 and 34 Years Old, 2023

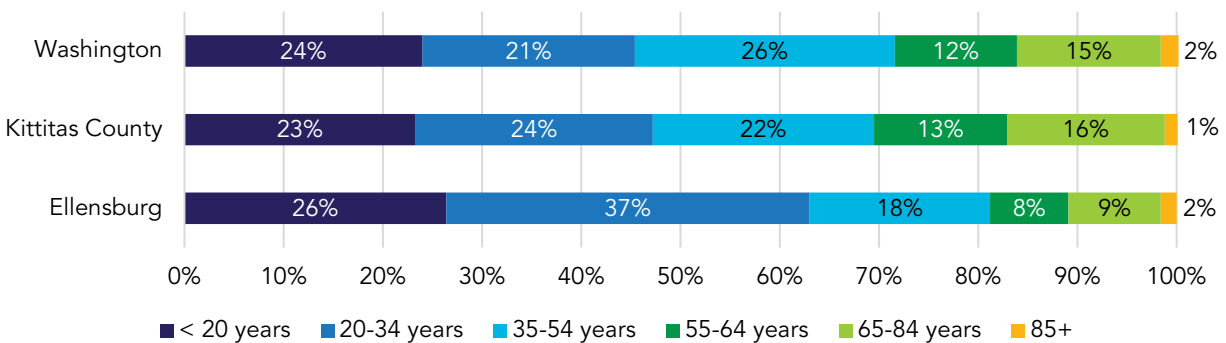


Source: US Census Bureau Five-Year ACS, Table DP05.



As of 2023, about 17% of Kittitas County’s population was 65 years and over. Washington State Office of Financial Management demographers project that this population share will increase to about 20% by 2030, as today’s baby boomers enter their 70s and 80s. As the center for healthcare services, Ellensburg could expect to see growth in residents 65 years and over, and an increase in demand for services and senior and/or assisted living facilities.

Figure 8-6: Age Group Distribution, 2023

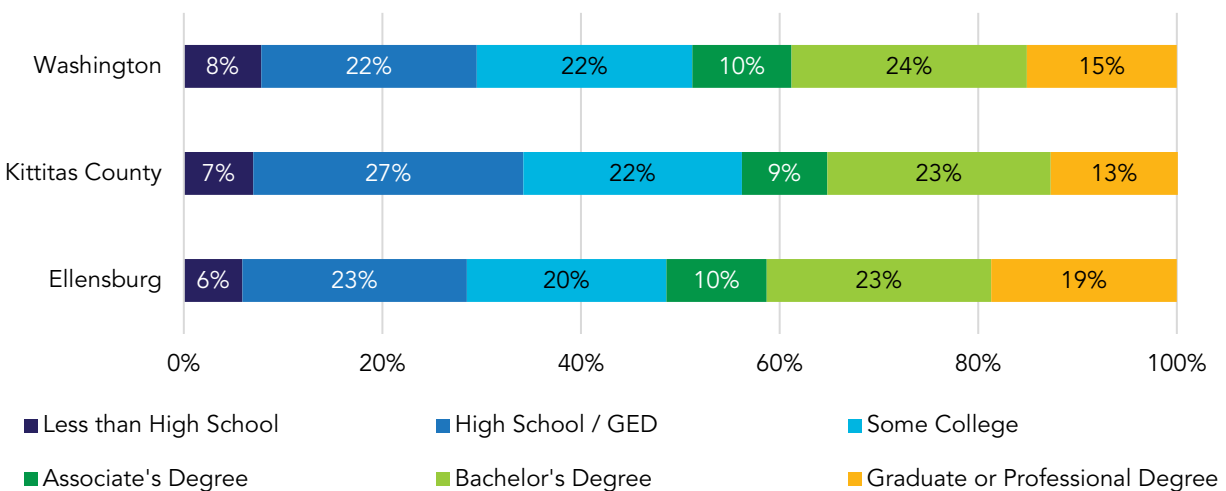


Source: US Census Bureau Five-Year ACS, Table DP05.

Educational Attainment

Due in large part to the presence of Central Washington University, Ellensburg has a larger share of residents with a bachelor's degree or higher than the county and state. Nearly one fifth of Ellensburg’s population has a graduate or professional degree, compared to 13 percent countywide, and 72 percent of Ellensburg residents over 25 have completed at least some college. The highly educated population in Ellensburg is attractive to employers in the region’s top sectors, including education and health care.

Figure 8-7: Educational Attainment, 2023



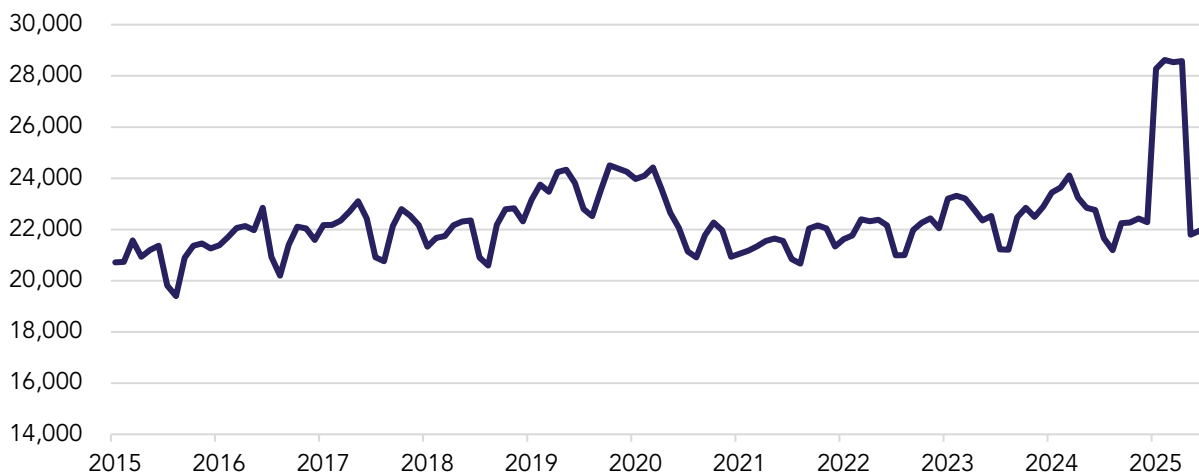
Source: US Census Bureau Five-Year ACS, Table S1501.



Labor Force Participation

There are 21,948 workers in the Kittitas County labor force, which includes those who are employed as well as those actively looking for work. This is roughly 46 percent of all residents between the ages of 18 and 64. The labor force hit a ten-year peak in April 2025, when it included 28,578 total workers.

Figure 8-8: Labor Force Participation in Kittitas County, 2015-2025



Source: Federal Reserve Bank of St. Louis (FRED).

Commuting Patterns and Trends

Transportation congestion and high home prices in urban areas are pushing people into rural Kittitas County for a more relaxed and affordable place to live. The lack of congestion and ubiquitous changes in technology makes commuting and remote work a reasonable alternative to living and working in urban areas. According to Census Data from LEHD OntheMap, as of 2022 the top commute destinations for Ellensburg residents were Ellensburg (48 percent), Cle Elum (4.1 percent), Yakima (5.1 percent), Wenatchee (1.3 percent), and Seattle (1.1 percent). There are 3,513 Ellensburg residents employed within City limits – another 5,282 residents commute elsewhere while 5,788 commuters from other places work in Ellensburg.



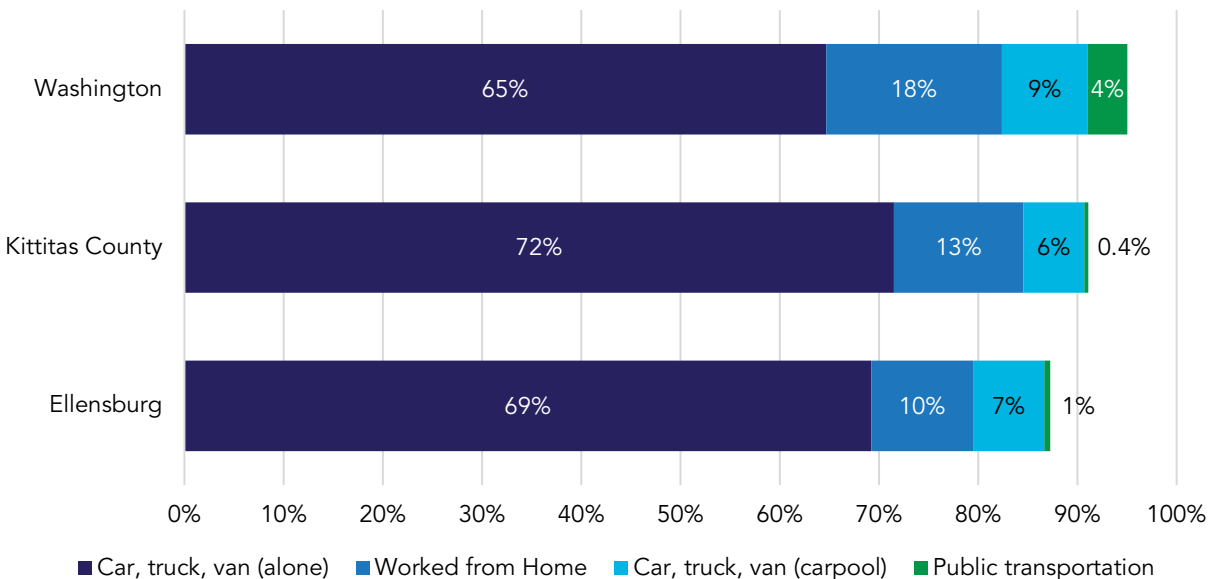
Figure 8-9: Ellensburg Commute Patterns, 2022



Source: US Census Bureau via LEHD OntheMap.

Since the COVID-19 pandemic began in 2020, there has been an increase in remote work nationwide. While there has been some return to office, many workers continue to work from home. Ellensburg has a smaller share of remote workers than the county and state, likely because many of the city's top sectors (including health care, education, and accommodations and food service) require in-person work. As of 2023, ten percent of Ellensburg workers reported working from home compared to 18 percent statewide.

Figure 8-10: Means of Commuting for Workers Ages 16 and Up in Ellensburg, 2023



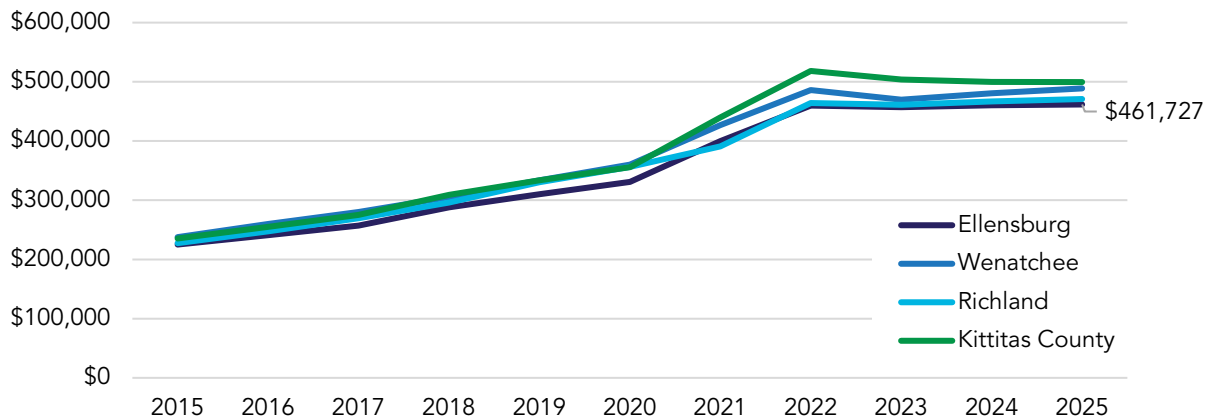
Source: US Census Bureau Five Year ACS, Table S0802. Note: total percentage does not add up to 100 due to the margin of error for this data.



Housing Costs

Throughout Central Washington, home prices have increased substantially over the past decade. In Ellensburg, the price of a home increased by 105 percent between 2015 and 2025, while the price of a home in Kittitas County grew by 112 percent. As of June 2025, the typical home price is \$461,727 in Ellensburg and \$499,553 in Kittitas County. Nearby cities including Wenatchee and Richland have seen similar home price spikes over this period.

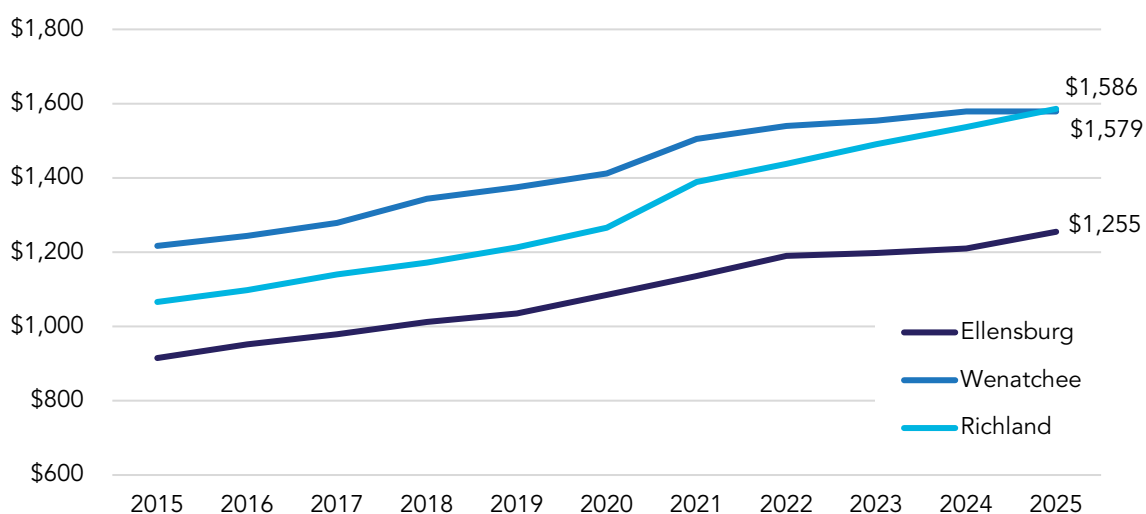
Figure 8-11: Typical Home Prices, 2015-2025



Source: Zillow Home Value Index (ZHVI).

Over the same period, the market rental rate for multifamily apartments in Ellensburg grew by 37 percent, reaching \$1,255 as of 2025. Rents in Ellensburg are lower than those in Wenatchee and Richland.

Figure 8-12: Multifamily Asking Rent per Unit



Source: CoStar.



Employment Overview

In Kittitas County, the average annual employment growth rate from 2000 to 2021 was 1.1%. The County has had two distinct periods of job loss attributed to larger national economic collapse, during the recession beginning in 2009 and again in 2020, during the global COVID-19 pandemic. After the pandemic, the labor market maintained a year over year recovery from 2021 to 2022 and rebounded in 2022 with a 6.7% increase, providing 1,060 new jobs. According to covered employment data from the Washington Employment Security Department, between 2019 (the year prior to the pandemic) and 2024, employment has grown 8.9 percent countywide – reaching 16,800 jobs in 2024. Over this period, the fastest growing job sectors were administrative and waste services, construction, and transportation and warehousing. However, there was also a significant increase in jobs labeled “not elsewhere classified,” indicating that some jobs were likely reclassified over this period.

The chart below shows jobs by sector in Ellensburg, which increased overall by 1,765 jobs between 2012 and 2022, an increase of 23 percent. The biggest job gains were in the educational services and health care and social assistance sectors, which each gained over 400 jobs in this period.

Figure 8-13: Jobs by Sector in Ellensburg, 2012-2022

	2012	2022	Change
Educational Services	2,089	2,578	489
Health Care and Social Assistance	1,410	1,837	427
Accommodation and Food Services	1,103	1,264	161
Retail Trade	954	1,108	154
Public Administration	455	438	(17)
Manufacturing	233	346	113
Real Estate and Rental and Leasing	105	237	132
Construction	129	224	95
Wholesale Trade	141	223	82
Professional, Scientific, and Technical Services	148	196	48
Other Services (excluding Public Administration)	202	173	(29)
Transportation and Warehousing	69	160	91
Administration & Support, Waste Management and Remediation	86	144	58
Finance and Insurance	166	119	(47)

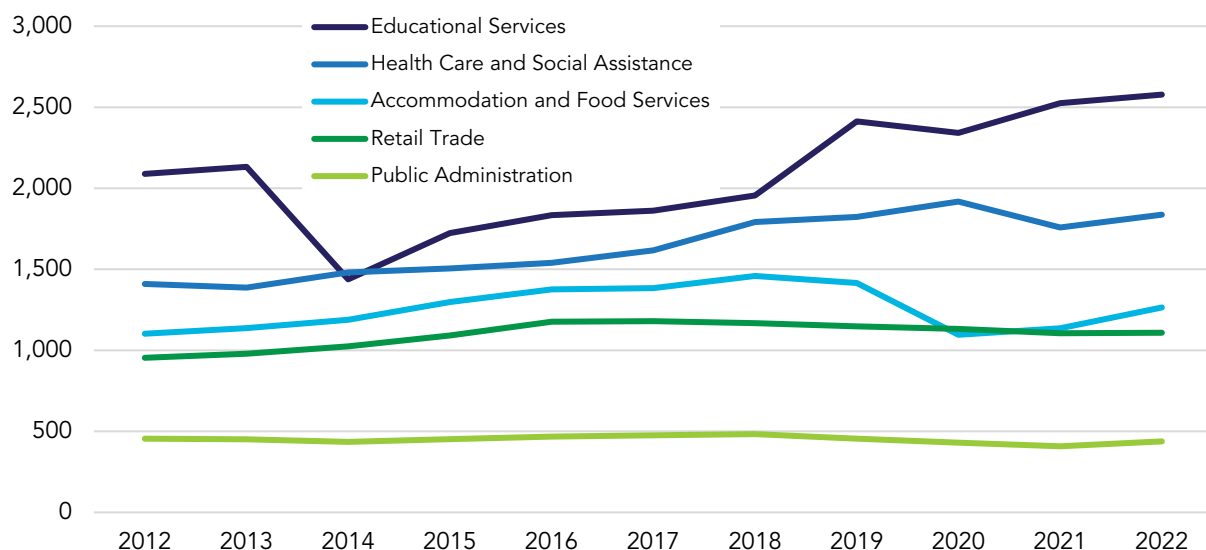


Arts, Entertainment, and Recreation	112	90	(22)
Utilities	30	68	38
Information	89	61	(28)
Agriculture, Forestry, Fishing and Hunting	15	35	20
Total	7,536	9,301	1,765

Source: US Census Bureau via LEHD OntheMap.

The top employment sectors in Ellensburg include education, health care, accommodation and food services, retail trade, and public administration. Together, these sectors made up 78 percent of all jobs in Ellensburg in 2022. However, other than education and healthcare, employment in these sectors has remained relatively flat since 2012.

Figure 8-14: Ellensburg Top Sectors by Number of Jobs



Source: US Census Bureau via LEHD OntheMap.

Employment Trends and Top Employers

Overall employment (2024) within Kittitas County averaged 16,800 jobs, up 8.9 percent from pre-Covid employment, indicating a strong recovery after the pandemic.

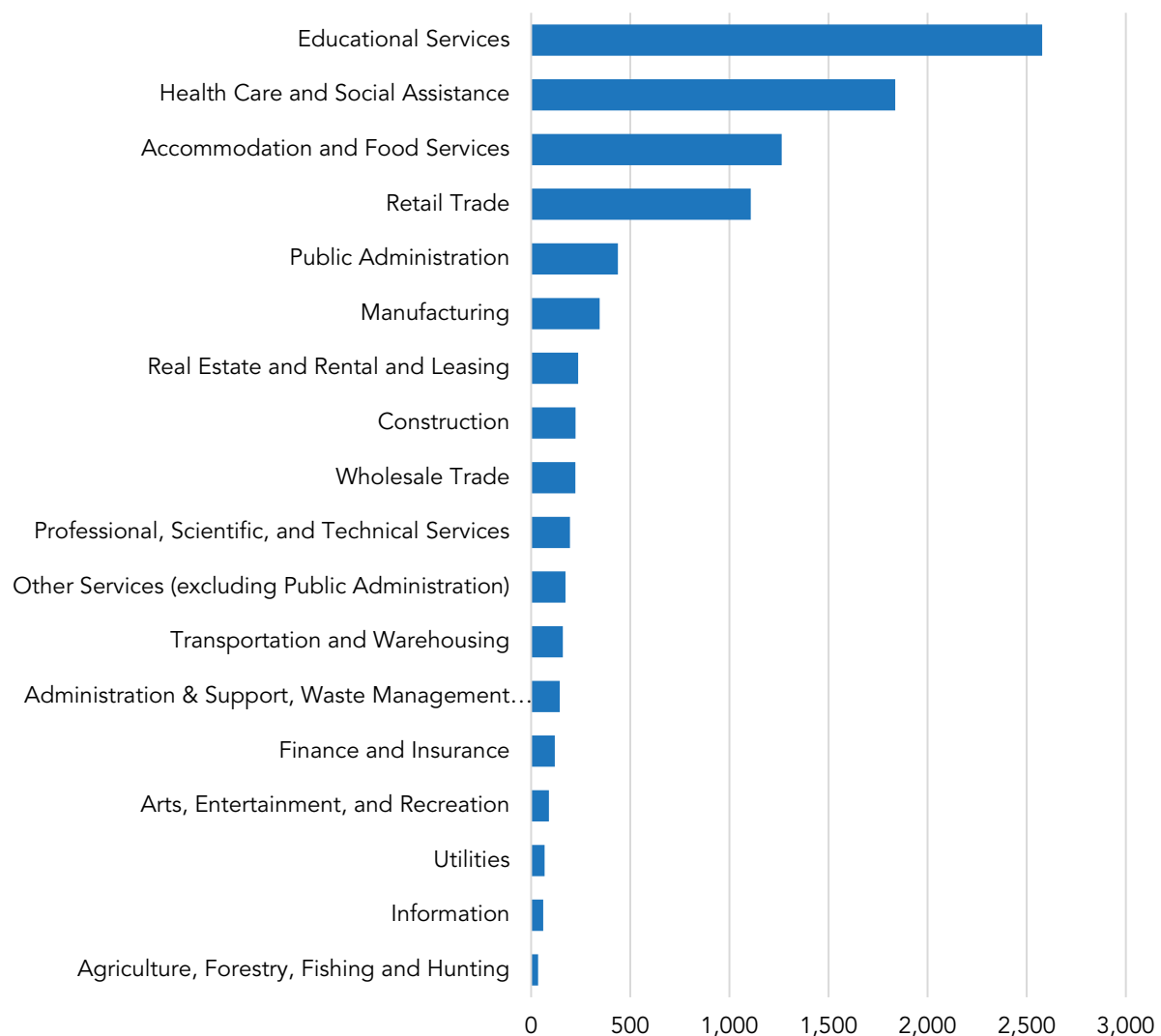
The employment market in Kittitas County is limited in diversification. Per the Employment Security Department, approximately 62.6 percent of all jobs in Kittitas County are from five specific industry sectors: local government, accommodation/food services, construction, retail trade, and state government. Of these five, local and state governments were the top two industries in terms of payroll.



The construction industry is the largest private sector and has seen significant growth in a post-Covid 19 economy, however, trends indicate that the housing market was experiencing increase in demand prior to the pandemic. For example, county-wide in 2015 there were 295 housing permits compared to 545 permits in 2021.

Additional Covid-19 influences on employment in Ellensburg and Kittitas County include the wide acceptance of remote work, coupled with the proximity of Ellensburg to the Seattle region, the difficulty in recruiting new employees for the retail and service industry, potentially linked to the decline in college enrollment, and the challenges recruiting skilled professional workers due to the rising cost of homes prices and cost of living in Kittitas County in relation to scale of pay for those professional positions in the region.

Figure 8-15: Employment by Industry Sector in Ellensburg, 2022



Source: US Census Bureau via LEHD OntheMap.



The City of Ellensburg, with county-wide partners are working together to diversify the overall job market, recruiting new industries around key targeted sectors that will bring new training opportunities, family wage jobs, and strengthen the local economy.

The top employers in Ellensburg include:

♦ **Education & Public Sector**

- Central Washington University (1,400+ employees)
- Ellensburg School District (500+employees)
- Kittitas County (350+ employees)
- City of Ellensburg (150+ employees)

♦ **Healthcare Sector**

- Kittitas Valley Healthcare (600+ employees)

♦ **Private Sector**

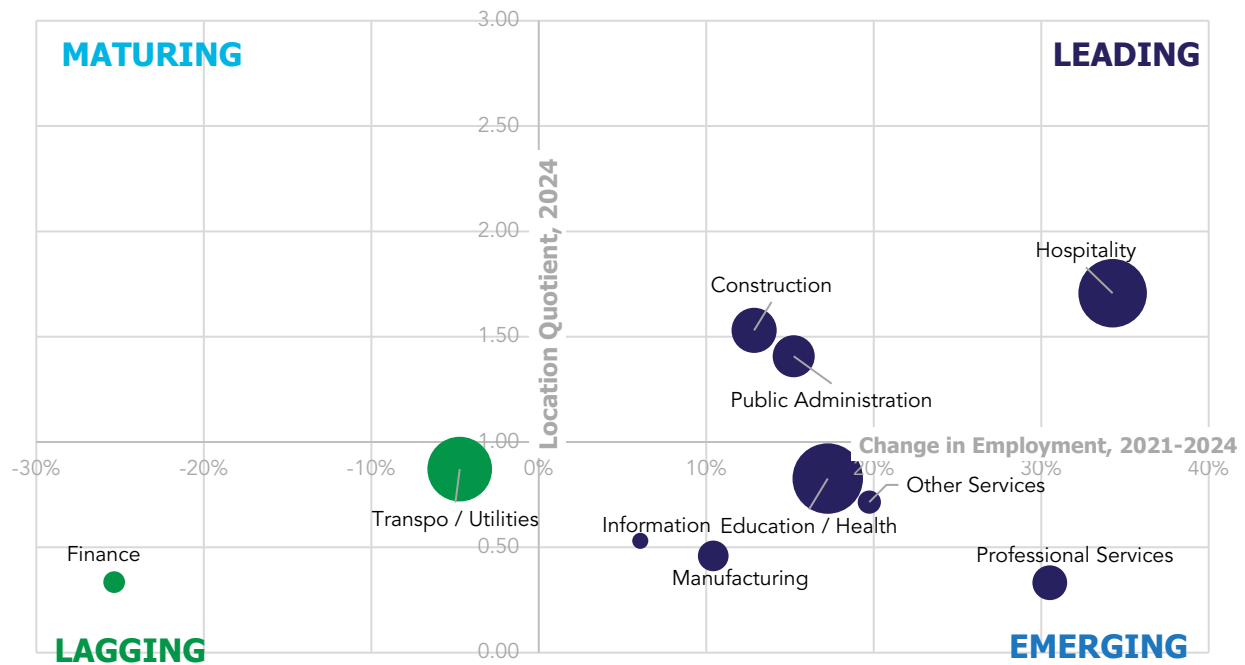
- Anderson Hay and Grain (200+ employees)
- Elmview (300 + employees)
- Fred Meyer (Ellensburg location, 300+ employees)
- Twin City Foods, Inc (140 employees)
- Safeway (Ellensburg location, 100 employees)

Industry Cluster Analysis

The figure on the following page shows an industry cluster analysis for Kittitas County using 2021-2024 data (to capture activity after the peak of the COVID-19 pandemic through the most recently available data). This analysis shows major sectors based on two criteria – the change in employment (on the horizontal axis) and the location quotient (on the vertical axis). Industries that have grown over the past 5 years are to the right of the center line, and industries that have lost employment are to the left. The sizes of the circles indicate the total employment in the industry. The location quotient (LQ) is a measure of regional specialization – industries with an LQ above 1.0 are more concentrated in the region compared with the national average, and are shown above the center line. The “Leading” quadrant represents industries with a regional advantage and that are growing in Kittitas County. Hospitality has seen significant increases in employment in recent years, though this could be a result of post-pandemic return to traveling and dining, rather than significant new growth. The construction industry is also growing in the county, and has some degree of regional specialization. Other growing industries such as education, manufacturing, and professional services, are key sectors for the County, although the county does not have a higher share of employment in these sectors than the national average. However, particularly for Ellensburg, the education sector is a key part of the economy and has grown in recent years. Although transportation/warehousing/utilities is a relatively large sector, it is not growing as much as other sectors. This analysis can help the County and City target specific industries for investment or policy priority, and also provides a snapshot of recent economic trends.



Figure 8-16: Kittitas County Industry Cluster Analysis, 2021-2024



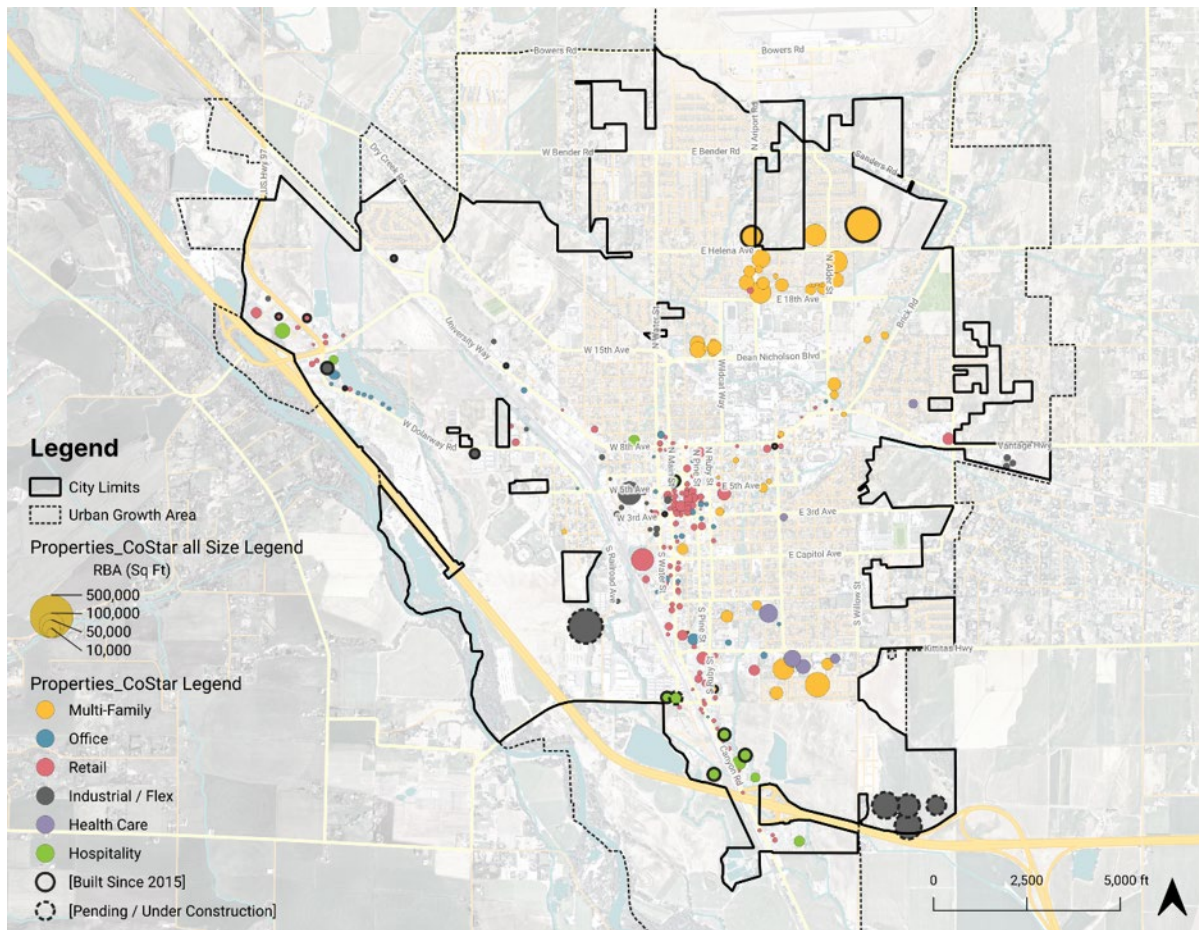
Source: U.S. Bureau of Economic Analysis Quarterly Census of Employment and Wages (QCEW).

Commercial Development Trends

Since 2010, 31,983 square feet of retail, 9,740 square feet of office space, nearly 70,000 square feet of industrial space, and 344 multifamily rental units have been built in Ellensburg. This includes all of the office space built in Kittitas County over this period. In addition, there are 610,000 square feet of industrial space proposed at the Mallard Industrial Park in Ellensburg and a 1.1 million square foot WinCo Distribution Center is currently under construction. The map below shows commercial development in Ellensburg with development from the past ten years highlighted and pipeline development shown with dashed outlines.



Figure 8-17: Commercial Development in Ellensburg



Source: CoStar.

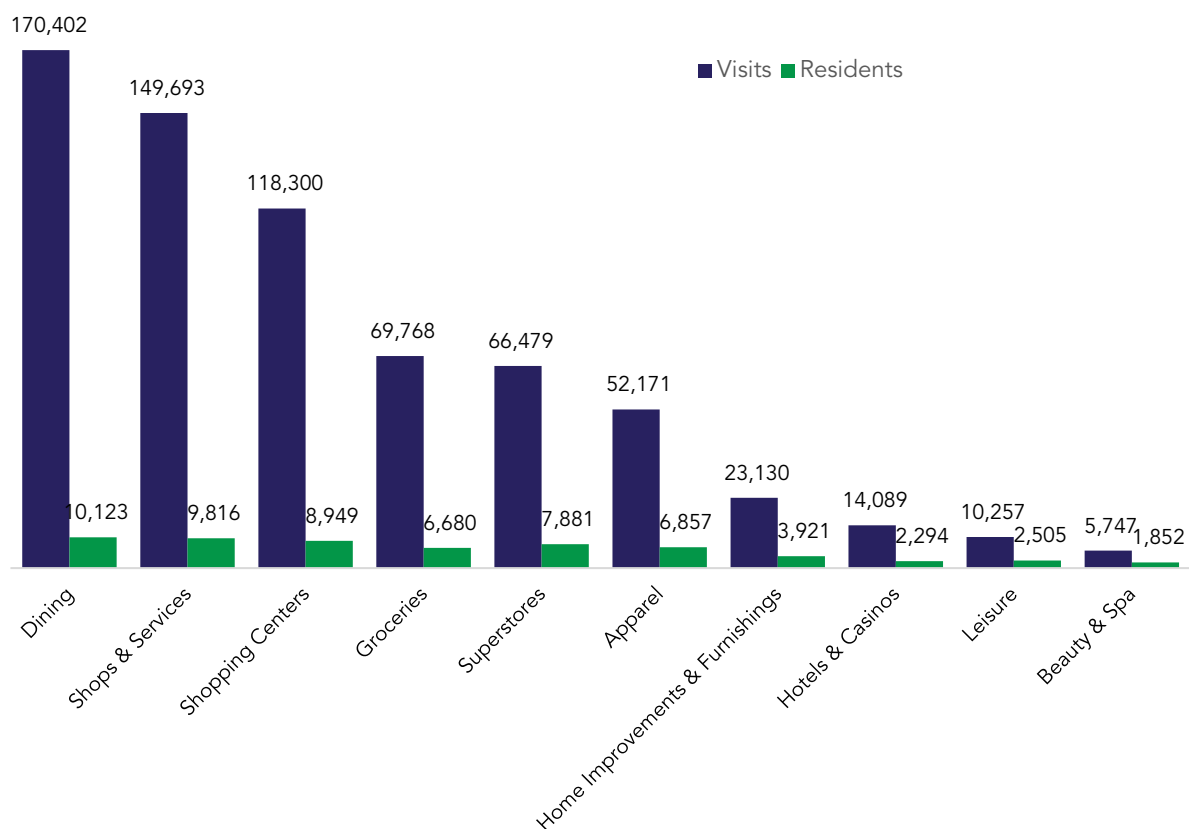
Retail Leakage

The chart below shows data on visits made by Ellensburg residents to retail businesses outside of Ellensburg city limits over the past year (as of September 2025). The blue bars show total visits by business category, and the green bars show total Ellensburg residents who visited businesses outside of the city by category, based on anonymized cell phone location data collected by Placer.ai. Some of these trips may be part of larger trips (i.e. to Seattle or elsewhere), rather than specific shopping trips, particularly in the case of the dining category. However, this data shows that almost 9,000 Ellensburg residents, or nearly half the population, is shopping at shopping centers outside the city, and on average about once per month.





Figure 8-18: Ellensburg Resident Visits and Visitors to Retail Outside Ellensburg, Sept. 2024-Sept. 2025

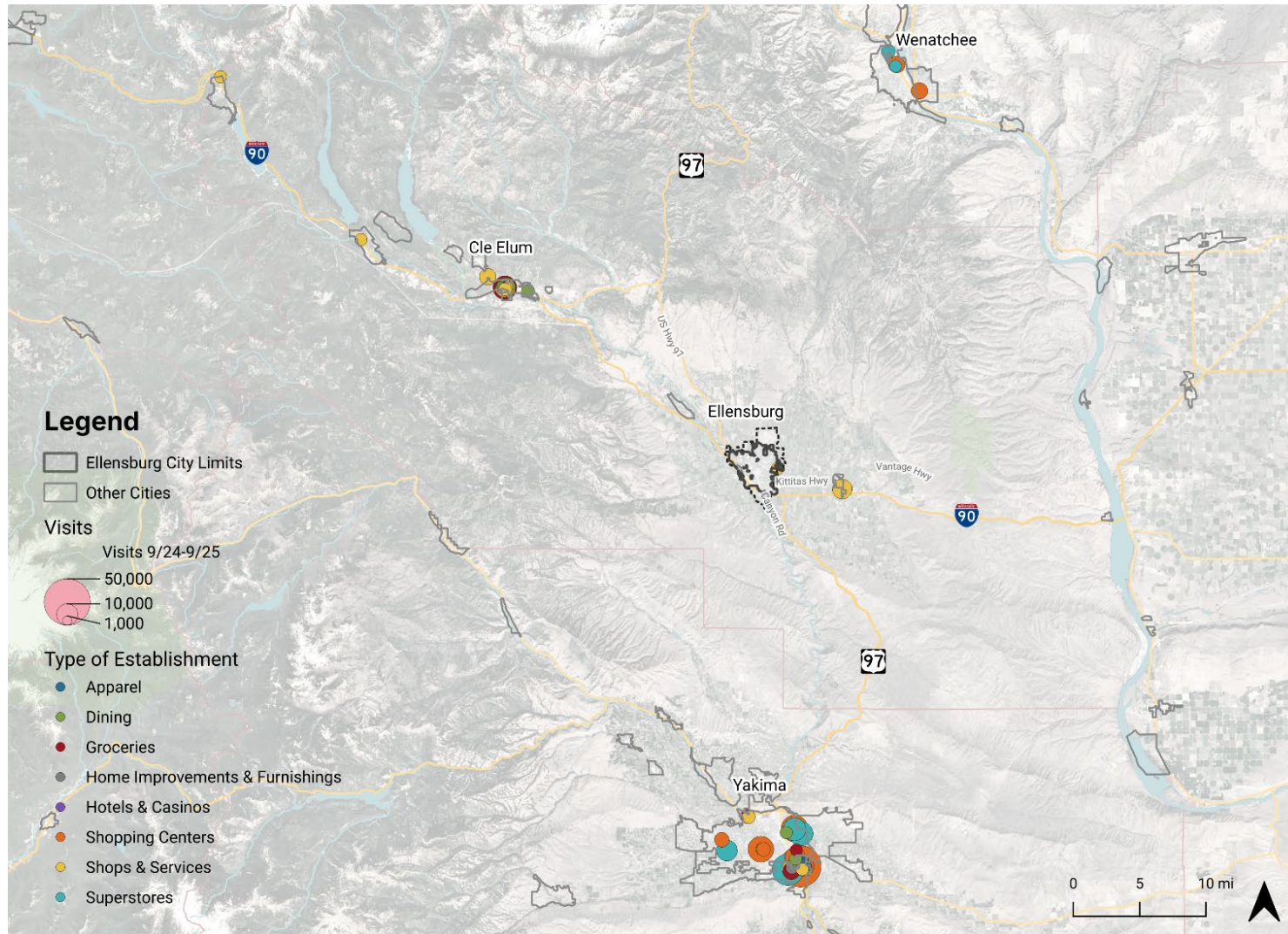


Source: Placer.ai

The maps below show this data spatially for the top 50 most visited establishments outside the city, with a subsequent detailed map of Yakima/Union Gap. Ellensburg residents frequenting establishments in Cle Elum most likely represents trips to the Seattle area and back, whereas the large concentration of visits to Yakima and Union Gap, particularly to the Valley Mall and surrounding businesses, show that many Ellensburg residents travel to Yakima to meet their retail needs.



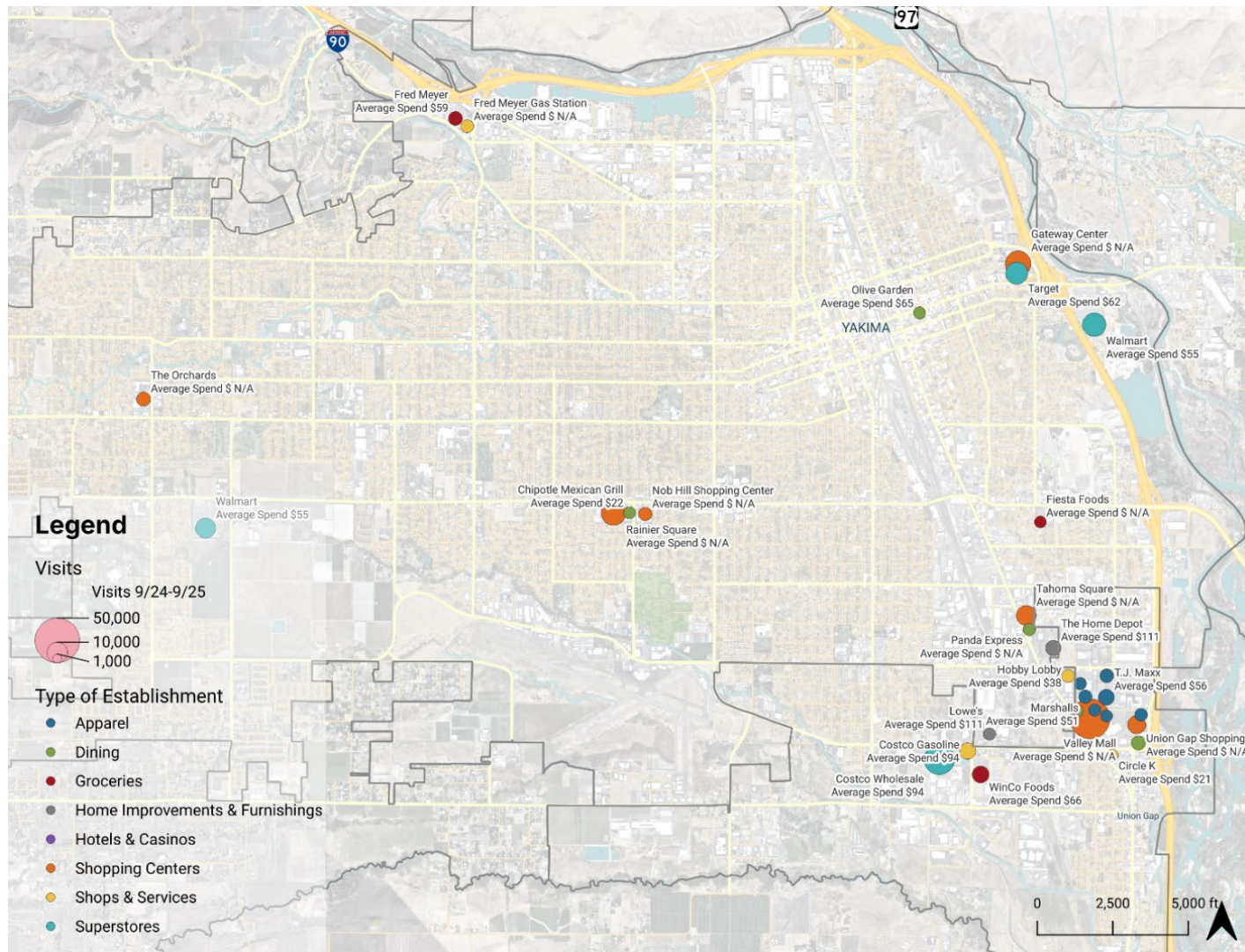
Figure 8-19: Visits to Retail Outside Ellensburg by Ellensburg Residents, Sept. 2024-2025



Source: Placer.ai.



Figure 8-20: Visits to Retail in and near Yakima by Ellensburg Residents, Sept. 2024-2025



Source: Placer.ai

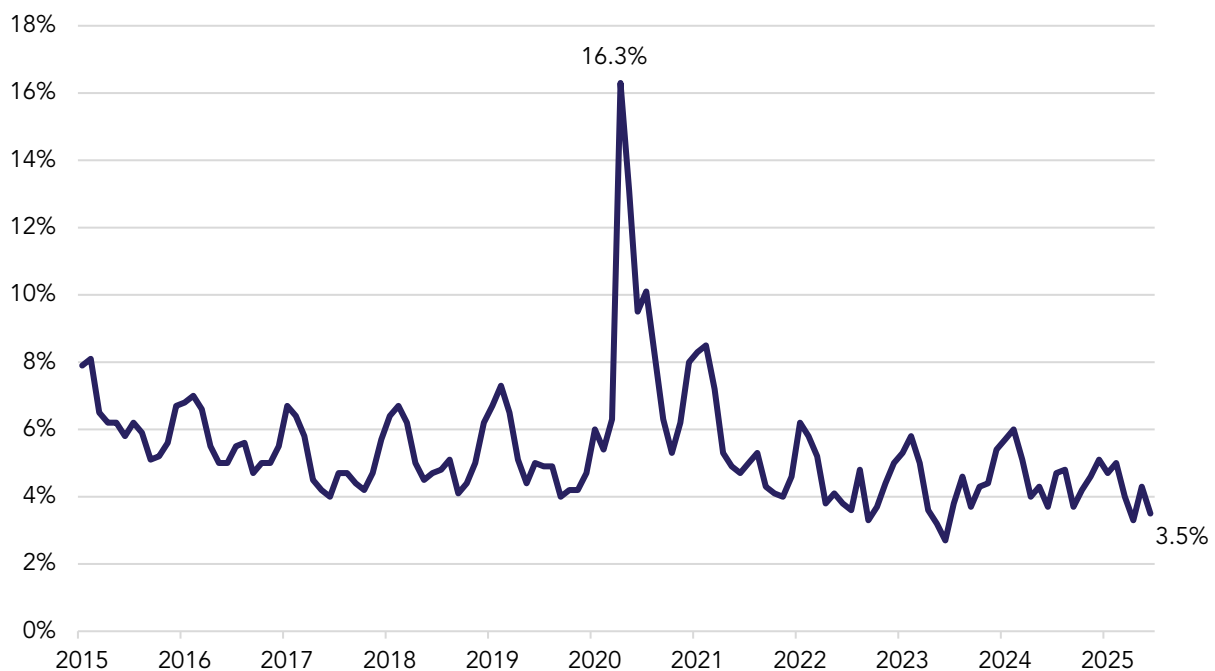




Unemployment

Within the City of Ellensburg, 67.2% of individuals are employed by private companies, with 27.7% employed by local, state, and federal government. As of July 2025, the unemployment rate in Kittitas County was 3.5%, a significant recovery from its pandemic peak of 16.3 percent. The employment rate in Ellensburg in 2022 was 61.4% compared to 61.1% statewide.

Figure 8-21: Unemployment Rate for Kittitas County, 2015-2025



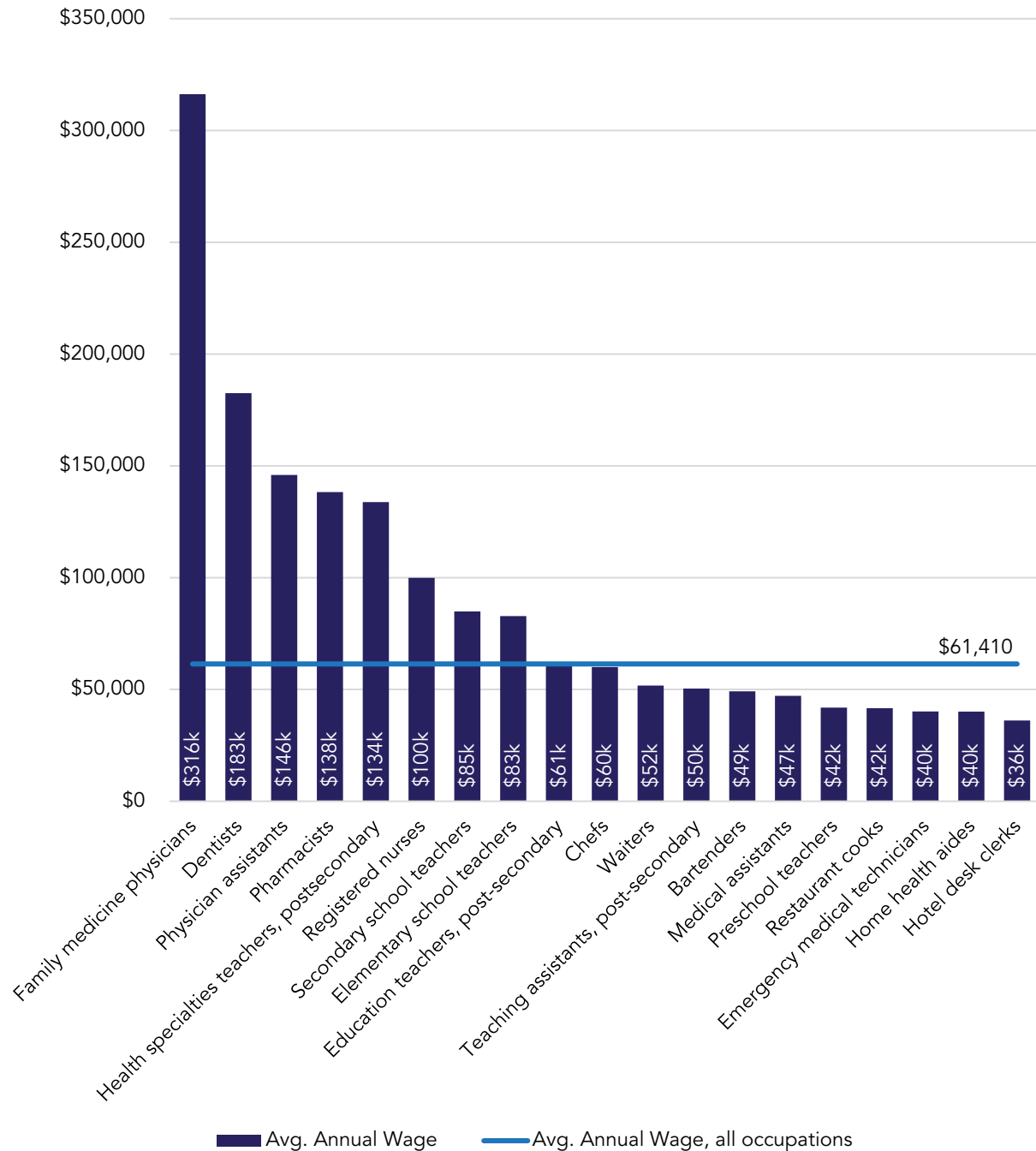
Source: Federal Reserve Bank of St. Louis (FRED).

Wages

Figure 8-22 below shows wages for common professions in Ellensburg's top job sectors compared to the average annual wage for all occupations in the Eastern Washington Non-Metro Area. Health care, the second largest sector in the city, has a wide range of salaries from over \$316,000 for family medicine physicians to \$40,000 for home health aides. Accommodation and food services jobs typically have wages below the average for all occupations.



Figure 8-22: Wages for Select Occupations in Ellensburg Top Job Sectors, 2023

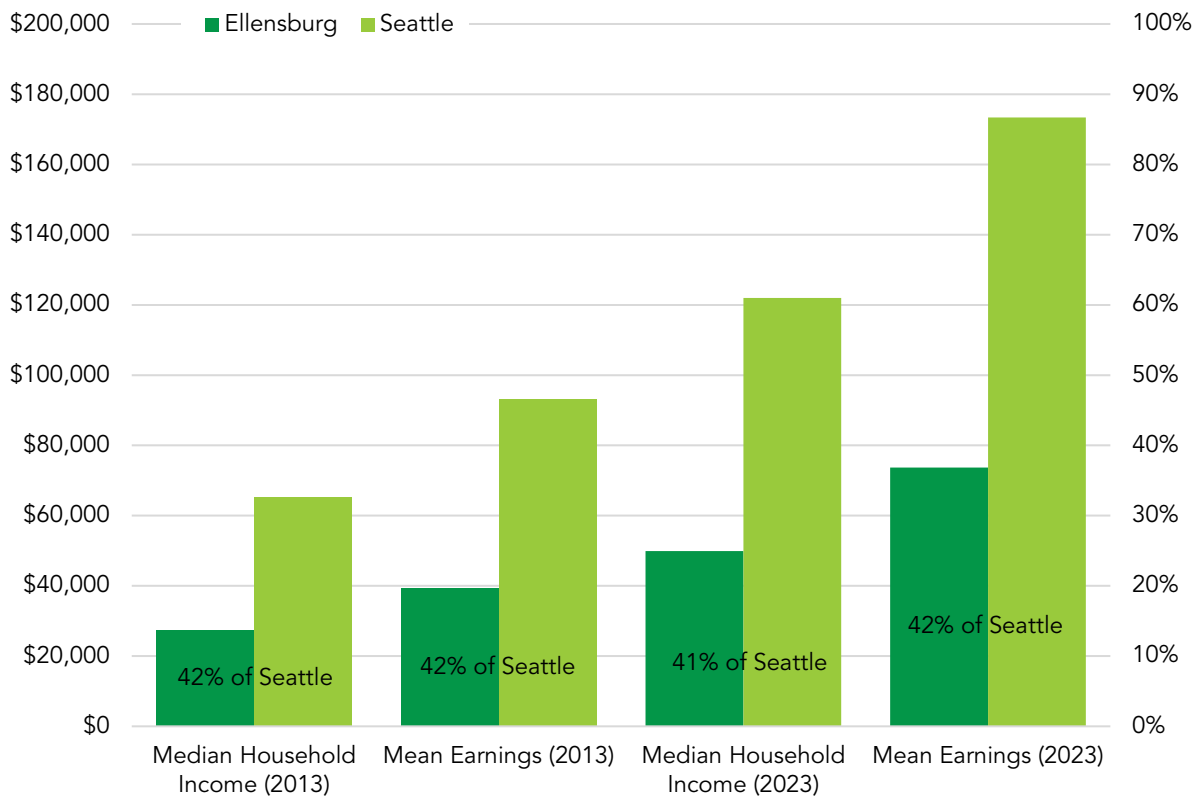


Source: US Bureau of Labor Statistics Occupational Employment and Wage Statistics (OEWS) for the Eastern Washington Non-Metro Area region (May 2023).

The chart below shows Ellensburg and Seattle’s relative incomes, earnings, and wages. These ratios have remained essentially unchanged over the past decade. Although median income in Ellensburg is less than half of that in Seattle, earnings follow the same trend.



Figure 8-23: Income, Earnings, and Wages in Ellensburg and Seattle, 2013-2023



Source: U.S. Census Bureau American Community Survey 5-Year Estimates, Table DP03

Employment Forecasts

Employment Targets

The employment target is the amount of job growth the jurisdiction should plan to accommodate during the 2020-2046 planning period. Ellensburg's employment target for this period is 2,710 additional jobs. This is based on a consistent jobs-to-housing ratio method developed by Kittitas County and based on statewide guidance. The countywide jobs-to-housing ratio of 0.9 was used to generate the jobs forecast for each Kittitas County jurisdiction.

Land Capacity Analysis for Employment

As part of the Comprehensive Plan update, the City conducted a Land Capacity Analysis for both housing and employment, taking into account planned development projects, existing and expected densities of development, and deducting critical areas and a reasonable market factor, per the Kittitas County Land Capacity Analysis methodology. This analysis found that Ellensburg has 1,249 "Pending" jobs in planned and proposed development projects and land capacity under current zoning for an additional 5,672 jobs. This results in a surplus employment land capacity of 4,211 jobs.



Economic Sectors

Ellensburg maintains a stable and diverse local economy anchored by education, government, healthcare, and tourism-related industries. The presence of Central Washington University provides a significant economic foundation, contributing to employment stability and regional economic activity. While the city benefits from relatively low unemployment and a resilient service-based economy, median incomes remain below statewide averages due to the prevalence of lower-wage service occupations.

Looking forward, Ellensburg's economic health will depend on its ability to diversify into higher-wage sectors while continuing to support its core industries. Strategic opportunities include warehousing and distribution, agricultural, healthcare, Central Washington University and regional workforce development, tourism, technology, the creative sector, and outdoor recreation.

Commercial and Industrial

Ellensburg's early industrial growth was closely tied to the expansion of the Burlington Northern Santa Fe Railway (BNSF), with development clustering along the railroad tracks west of downtown. Rail access was a critical factor for industry, making this corridor the most practical and economically viable location for warehouses, mills, and other industrial uses.

Over time, local land use designations and zoning policies reinforced this historic pattern. As a result, most of Ellensburg's industrial land remains concentrated in a narrow strip that parallels the BNSF tracks. However, looking to the future, the City and County have continued expansion plans for commercial and light industrial use in the northernmost portion of Ellensburg's UGA surrounding Bowers Field to attract and accommodate business innovation and family-wage jobs, with more light industrial uses in a variety of existing zones, along with inventive ideas to mitigate industrial development in the floodplain areas.

In 2025, the City of Ellensburg, in partnership with key state agencies, completed the Reecer Creek Levee Project. This project significantly reduces flood risk to people, homes, and businesses in the residential, commercial, and industrial areas surrounding Dolarway Road, while also incorporating environmental protections and habitat considerations.

That same year, the City completed the largest street overlay project in its history—the Water Street Overlay. This major infrastructure investment improved a major transportation corridor through the downtown commercial district, enhancing roadway conditions, safety, and accessibility for residents, businesses, and visitors alike.

Three major highways converge in Ellensburg, making the city a significant regional transportation hub. Interstate 90 serves as the state's primary east–west corridor, connecting communities across Washington and beyond. Interstate 82 carries traffic through south-central Washington to major population centers such as Yakima and the Tri-Cities. Meanwhile, Washington State Route 97 provides a key north–south connection, linking Ellensburg to Wenatchee and other north central Washington communities.



These highway interchanges present significant opportunities for commercial development, particularly for businesses that depend on regional and pass-through traffic. The southern interchange at Canyon Road is currently the more fully developed of the two primary interchange areas, providing lodging, dining, and fuel services that support travelers and freight movement along these major corridors.

The west (I-90/SR 97) interchange offers similar services at a lower intensity; however, several recent and proposed commercial projects are contributing to renewed development activity and investment interest in this area. Both interchange areas have been identified as appropriate locations for regional-scale retail commercial development intended to serve the City of Ellensburg and the surrounding region.

Warehousing and Distribution

Ellensburg is strategically positioned to support warehousing, and distribution uses that serve both regional and statewide markets. Located near the geographic center of Washington and connected by three major highway corridors, the community offers efficient access to population centers throughout the state and the broader Pacific Northwest. This multimodal connectivity, combined with available industrial land and a business-supportive environment, positions Ellensburg as an emerging logistics hub.

Recent private investment reinforces this trend. The construction of a new one million–square-foot grocery distribution facility by WinCo Foods demonstrates strong market confidence in Ellensburg’s logistical advantages. This project is expected to generate significant employment, increase freight activity, and further establish the city’s role in regional supply chains. To support future activity, the City will do a roundabout road expansion project that will improve vehicle capacity and service for the growing warehousing and distribution areas in Ellensburg and support further development of recreational facilities near the region.

Opportunities

Ellensburg’s location and infrastructure create several opportunities for warehousing and distribution growth:

- ◆ **Central statewide access.** Proximity to major east–west and north–south highways allows efficient same-day truck service to key Washington markets.
- ◆ **Available industrial land.** Designated industrial areas provide opportunities for large-footprint logistics, warehousing, and light industrial users.
- ◆ **Growing logistics ecosystem.** The WinCo distribution center and related freight activity help build market visibility and attract complementary businesses.
- ◆ **Cost competitiveness.** Compared to major metropolitan areas, Ellensburg offers relatively lower land and operating costs, which can be attractive to distribution users.



Considerations and Potential Impacts

As warehousing and distribution uses expand, the City will continue to balance economic development benefits with community livability and infrastructure capacity:

- ◆ **Transportation and freight mobility.** Increased truck volumes may affect key corridors, interchanges, and local streets.
- ◆ **Infrastructure capacity.** Industrial growth may require coordinated planning for water, sewer, power, and broadband.
- ◆ **Land use compatibility.** Careful siting and buffering will be important where industrial areas interface with residential or commercial districts.
- ◆ **Workforce development.** Logistics growth creates opportunities to align local workforce training with industry needs.

Looking Ahead

To support appropriate warehousing and distribution development, the City will continue to assess:

- ◆ Logistics and distribution use in designated industrial areas with direct highway access.
- ◆ Coordinated transportation planning to maintain efficient freight mobility and protect neighborhood livability.
- ◆ Infrastructure supported investments that enable industrial growth in planned employment areas.
- ◆ Workforce partnerships that connect Ellensburg residents to family-wage logistics and supply-chain jobs.
- ◆ Market trends to ensure industrial land supply remain adequate and appropriately zoned.

Through thoughtful planning, targeted investment, and strategic partnerships, Ellensburg can leverage its central location to capture economic benefits from the evolving warehousing and distribution sector while maintaining community character and quality of life.

Downtown Commercial

While commercial growth has expanded into areas outside the traditional core, downtown Ellensburg remains the community's primary historic and cultural commercial center. The development of highway-oriented and corridor retail has diversified the city's overall commercial base; however, the community continues to demonstrate strong commitment to the preservation, vitality, and reinvestment of the historic downtown district.

Downtown Ellensburg has experienced sustained revitalization over the past decade. Numerous historic buildings have undergone restoration, and upper-story spaces that were long underutilized have been reactivated for residential, commercial, and civic uses. Public and private investments—including a boutique hotel, enhancements the downtown in a city center park, Unity Park, and continued growth in cultural arts, dining, and specialty retail—have strengthened downtown's role as a walkable mixed-use destination and a key contributor to community quality of life.





Today, downtown supports a diverse mix of locally owned businesses, restaurants, professional services, and cultural venues. Community partners, led by the Ellensburg Downtown Association and the Kittitas County Chamber of Commerce, continue to focus on filling vacant storefronts, supporting small business growth, and increasing foot traffic in the district. Their efforts, along with strong occupancy levels in recent years, indicate a healthy small-business environment and ongoing market interest in the downtown core.

Downtown Ellensburg is a designated Washington Main Street community and is listed on the National Register of Historic Places. The district was also recognized as one of the “Dozen Distinctive Destinations” by the National Trust for Historic Preservation in 2007, was named a Great American Main Street Award finalist by the National Main Street Center in 2018, and in 2024, received certified designation status, as a Washington State Creative District, the only district in the state to encompass a historic downtown and a university campus. These recognitions reflect the community’s long-standing commitment to historic preservation, placemaking, the creative sector, and economic vitality.

Existing Conditions and Opportunities

Downtown Ellensburg remains a strong local-serving retail and dining destination, though evolving consumer patterns and regional competition create both challenges and opportunities. Key considerations include:

- ◆ **Strong local business base.** Downtown continues to maintain high occupancy and a concentration of independent businesses that differentiate downtown from highway commercial areas.
- ◆ **Upper-story activation.** Continued rehabilitation of upper floors presents opportunities for additional housing, office, and boutique lodging uses that support downtown vitality.
- ◆ **Experiential retail and dining.** Growth potential exists for specialty retail, food and beverage, entertainment, and arts-related uses that capitalize on downtown’s historic character and pedestrian environment.
- ◆ **Visitor economy.** Downtown is well positioned to capture additional spending from tourism, university-related visitors, and regional travelers.
- ◆ **Business mix gaps.** Targeted recruitment of complementary retail and service uses could further strengthen the district’s market position and extend visitor dwell time.

Through continued reinvestment and strategic partnerships, downtown Ellensburg will remain a vibrant, economically resilient, and culturally significant heart of the community.



Agricultural

Agriculture, a legacy market, has been one of the foundational economic sectors in Ellensburg, shaping land use patterns, community identity, and regional trade since the city's earliest days. It remains a key industry and economic driver for the region, with the Kittitas Valley being known for producing premium timothy hay that is sold in both domestic and international markets. Overall, farms in Kittitas Valley remain predominately family farms, 97 percent, with a total market value of products sold as of 2022 at \$75.5 million,¹⁴ which means this legacy sector remains a significant industry for Ellensburg and the future of our economy.

Historical Overview

When the region was settled, irrigation from the Yakima River and tributaries made it possible to farm in the semi-arid Kittitas Valley. Early crops included hay, grain, and produce to supply local miners, railroad workers, and the growing towns in Central Washington. The expansion of the railroad in the 1880s allowed for significant growth of the industry, as agricultural products were able to reach larger markets throughout the state. Over the course of the next century, and the continued development of reliable irrigation systems, the region became known for timothy hay production, cattle and sheep ranching, and dryland wheat farming.

Agriculture not only shaped the land, but also the people, as Ellensburg's cultural identity was connected to ranching and farming. The Ellensburg Rodeo, founded in 1923, reinforced the City's reputation as a ranching and livestock hub in the state. The rodeo and fair remain today both a cultural tradition and a significant economic driver tied to the agricultural heritage of the region.

Technology

From more modern irrigation methods, and crop diversification, to more mechanized farming, technology has had a broad and significant impact on the agricultural industry. Technology and the science behind that technology has created industry and educational partnerships and the development of supporting industries such as advanced engineering and mechanics, equipment suppliers, feed stores, veterinary services, and trucking.

Moving into the future, ranches and farms are embracing the use of the internet, satellite imagery, GPS mapping, and soil moisture sensors to help them optimize water usage, improve crop quality, and lower environmental impact.

¹⁴ https://www.nass.usda.gov/Publications/AgCensus/2022/Online_Resources/County_Profiles/Washington/cp53037.pdf



Precision Agriculture (PA) technology and advanced irrigation technology are changing the landscape of the industry once again. These new technologies can allow for increased yield, saved labor cost and time, improved soil conditions, and reduced environmental impacts. Types of PA technology currently used in farming are yield monitors, soil maps, guidance autosteering, variable growth rate technologies, usage of drones, robotic milking techniques, and wearable livestock technology.¹⁵

Industry Challenges

Climate shifts: The agricultural industry in Kittitas Valley is facing economic challenges on several fronts. Beyond the long-standing water rights issues, there are now increased concerns over ongoing and consistent drought risk and climate shifts that will ultimately produce lower yields, increased costs, and increase the burden on farms reliant on predictable water supply.

Labor market: The agricultural industry is experiencing labor shortages across the sector, limiting operational capacity and changing technology in the industry requires more a more skilled labor force.

Production Costs: Rising costs across the nation have impacted local ranches and farms with significant production costs increases in supplies and insurance decreasing profit margins.

Land Use: Expansion of development in Ellensburg and rising land values put pressure on agricultural land.

Market Volatility: Dependence on export markets for timothy hay and other products puts exposure on ranchers and farmers.

Healthcare

Ellensburg's health care system provides essential primary, urgent, and specialty services for residents of the city and surrounding Kittitas County. The community benefits from a strong local hospital presence, an expanding network of clinics, and its role as a regional service center for Upper Kittitas County. Overall, the local health care sector is stable and growing, though industry-wide, workforce availability and limited access to specialty healthcare needs can be cause for concern.

Existing Health Care System

Health services in Ellensburg are anchored by Kittitas Valley Healthcare (KVH), which operates Kittitas Valley Healthcare Hospital, a critical access, hospital providing designated Level IV trauma service emergency care, inpatient services, diagnostic imaging, surgical services, and a range of outpatient specialties. KVH also maintains multiple primary care and specialty clinics throughout the Ellensburg area, including a state of the art Medical Arts Center, primary care, internal medicine, occupational medicine, orthopedics, surgical, and women's health services, helping to ensure local access to routine and preventive care.

¹⁵ USDA Economic Research Service, *US Department of Agriculture, America's Farms and Ranches at a Glance: 2024 Edition*.



In addition to KVH, Ellensburg is served by independent medical, dental, behavioral health, and allied health providers. The presence of **Central Washington University** contributes to local demand for health services and provides opportunities for workforce development partnerships in health-related fields.

For highly specialized or tertiary care, residents often travel to larger regional medical centers in Yakima or the Puget Sound region. While typical for a community of Ellensburg's size, this pattern highlights the importance of maintaining strong local primary and urgent care capacity.

Strengths

Ellensburg's health care system has several notable strengths:

- ◆ **Local hospital access.** The presence of a full-service critical access hospital supports emergency response and routine inpatient care locally.
- ◆ **Regional service role.** Ellensburg functions as a health care hub for Upper Kittitas County and nearby rural areas.
- ◆ **Growing outpatient network.** Expansion of clinics and outpatient services has improved access to primary and preventive care.
- ◆ **One of the largest employers** in the region with over 600 employees, making it one of the largest employers in Ellensburg.
- ◆ **Quality of life asset.** Reliable local health care supports community livability and economic development.

Challenges and Needs

Like many small and mid-sized communities, Ellensburg faces ongoing health system pressures:

- ◆ **Workforce recruitment and retention.** Attracting physicians, nurses, behavioral health providers, and allied health professionals remains a statewide and local challenge.
- ◆ **Specialty care access.** Some specialty services require travel outside the community, particularly for advanced or complex care.
- ◆ **Behavioral health demand.** Community need for mental health and substance use services continues to grow.
- ◆ **Population growth and aging.** Future demand for health services is expected to increase as the population grows and ages.

The hospital is working on a new campus master plan that will expand the footprint of the campus. In anticipation of the projected growth in Ellensburg's 65 or older population, KVH is expected to remain a key part of Ellensburg's economic growth over the next 20 years.



Opportunities

Looking forward, Ellensburg has opportunities to strengthen its health care system:

- ◆ Expansion of outpatient and specialty clinic space in appropriate commercial and institutional areas
- ◆ Partnerships with Central Washington University and internal to support health workforce pipelines
- ◆ Growth in telehealth and hybrid care models to improve specialty access
- ◆ Development of senior services and aging-in-place supports
- ◆ Continued investment in behavioral health capacity
- ◆ Leverage local funding to amplify system expansion

Maintaining a strong, appropriately scaled, locally accessible health care system will remain essential to Ellensburg's long-term livability, economic competitiveness, and service role within Kittitas County.

Central Washington University

Central Washington University is more than just an institution of higher learning; it's a powerful economic engine for Kittitas County and the State of Washington. With a \$113 million annual payroll for 1,700 full- and part-time employees, CWU is the county's largest employer, directly supporting the local retail, housing and entertainment sectors while graduating about 2,000 new professionals every year.

The university spends nearly \$15 million every year partnering with area vendors for everything from catering to furniture to facility upgrades. CWU has also spent nearly \$500 million on major construction projects since 2010, providing hundreds of employment opportunities across the region. Thanks to these shared ventures with state and local contractors, CWU now boasts one of the most modern, aesthetic campuses in the Northwest.

As state financial resources and enrollment have both been on the decline since the pandemic, it's important to consider what these trends might mean for the local economy. What CWU is experiencing is being felt at higher ed institutions nationwide, and although some new challenges have resulted from these economic realities, the university remains in healthy financial shape as it adjusts to an uncertain future.

With enrollment at CWU falling about 30% since its peak in the fall of 2019 (from 11,650 to 8,350 students), the community must prepare for a future that will likely look much different than it did 10 or 15 years ago. But despite being faced with a series of adaptive challenges, CWU has taken significant steps to ensure the continued viability of the local economy. By building intentional partnerships with the City of Ellensburg, Kittitas County, the state Department of Revenue and private businesses, the university has shown a commitment to ensuring long-term economic viability for communities across Central Washington.



The Central Washington University Strategic Plan, updated in 2025, calls for continued public service and community engagement, with particular emphasis on meaningful collaboration between the university and local communities to contribute to the educational, social, and economic progress of Washington communities.

Since 2021, CWU leadership has engaged in productive conversations with the City of Ellensburg to expand community engagement, collaborative partnerships, and strategic development to increase economic competitiveness and grow the number of high-wage skill-based job opportunities in the local community. The CWU Board of Trustees formalized the university's commitment to these vital initiatives by approving 2023-2028 Strategic Plan, which outlines specific engagement goals for these essential partnerships.

Opportunities

- ◆ Central Washington University is looking to the future with a shift toward a regional comprehensive approach to workforce development by aligning industry needs with the educational, training, and facility resources at the University.
- ◆ Repurpose and renovate the “Old Heat” facility into a dynamic hub that supports innovation, entrepreneurship, and economic development, fostering future growth in technology and emerging industries.
- ◆ Explore the use of alternative energy sources, such as, ground-source geothermal energy to potentially reduce reliance on conventional energy sources, create work force training programs for the energy industry, and support new job development in the region.

Tourism

Tourism is an important and growing economic sector for the City of Ellensburg. Leveraging its central location in Washington State, historic character, outdoor recreation opportunities, cultural attractions, and signature annual events, Ellensburg attracts visitors from across the region and beyond. Tourism supports local businesses, bolsters retail and hospitality sectors, and contributes to the economic vitality of the community and surrounding county.



Visitor Drivers and Attractions

Ellensburg draws visitors for a variety of reasons, including cultural experiences, historic charm, and outdoor amenities. The city enjoys more than 300 days of sunshine annually and is centrally located less than two hours from many of Washington's major population centers, making it an appealing destination for weekend travel and regional tourism. Ellensburg's tourism economy includes:

- ◆ **Historic and Cultural Experiences:** The City's arts and culture scene is a significant tourism asset, anchored by the Ellensburg Creative District, a certified Creative District that uniquely encompasses both the historic downtown and Central Washington University campus. The district hosts galleries, performances, festivals, and interactive cultural programming that attract visitors year-round.
- ◆ **Art and Galleries:** Ellensburg's has a vibrant art scene and creative installations such as galleries, murals and sculptures throughout downtown. These spaces showcase regional and national artists and events that draw art enthusiasts from other Central Washington communities.
- ◆ **Annual Events and Festivals:** Signature events such as Ellensburg Rodeo, the Kittitas County Fair, Buskers in the 'Burg, First Friday Art Walks, Winterhop Brewfest, and seasonal markets generate significant tourism visitation and economic activity for restaurants, hotels, and retailers. These events create a rhythm of celebration that brings visitors throughout the year.
- ◆ **Historic and Outdoor Attractions:** In addition to cultural assets, visitors enjoy the historic downtown district, museums, and nearby outdoor recreation opportunities in the surrounding natural landscape, contributing to repeated visits and extended stays.

Emerging Tourism Sectors

Recreational and Sports Tourism

Recreational tourism is an emerging and growing sector of Ellensburg's visitor economy. The City's central location within Washington State has made it an increasingly attractive destination for recreational leagues, competitive tournaments, and organized sporting events. By reducing statewide travel times for many families and teams, Ellensburg offers a convenient and accessible meeting point for regional play.

Tournament and league activities generate repeat visitation and multi-day stays, particularly for youth and amateur sports. These events support local lodging establishments, restaurants, retail shops, and fuel providers, while also increasing demand for parks, athletic fields, and event facilities. Families traveling for tournament play often extend their stay to enjoy downtown dining, shopping, arts programming, and outdoor recreation, amplifying the economic impact beyond the playing field.

Ellensburg's existing parks, recreation facilities, and event venues position the community to capture additional market share in this sector.



As participation in youth and adult recreational sports continues to grow statewide, the City has an opportunity to strategically invest in facility enhancements, field capacity, and visitor amenities that strengthen its competitiveness as a host community.

One such investment is the proposed Ellensburg Community Fieldhouse; a multi-use indoor recreational facility planned for Rotary Park. The 60,000+ sq. ft. Facility is intended to restore and expand year-round access to indoor sports, recreation, regional tournaments, and community wellness activities for residents of all ages.

Argi-Tourism

Agri-tourism is an emerging and complementary sector within Ellensburg's broader tourism economy. Rooted in the region's strong agricultural heritage and working landscapes, agri-tourism offers visitors authentic, place-based experiences while supporting farm viability and rural economic resilience.

The Ellensburg area has long been defined by its agricultural production, including hay, cattle, and diversified farming operations throughout Kittitas County. Increasingly, farms and ranches are exploring opportunities to diversify income through public-facing activities such as on-site farm markets, u-pick operations, seasonal festivals, educational tours, agritainment events, and value-added product sales. These experiences appeal to visitors seeking connection to local food systems, rural traditions, and open space landscapes.

Agri-tourism complements established signature events such as the Ellensburg Rodeo and activities at the Kittitas Valley Event Center, reinforcing Ellensburg's identity as an authentic agricultural community. It also aligns with growing consumer demand for locally sourced products, farm-to-table dining, and experiential travel.

Creative Tourism

Creative tourism is an increasingly important sector of Ellensburg's visitor economy. Building on the community's strong arts, culture, and heritage assets, creative tourism focuses on interactive, participatory experiences that allow visitors to actively engage in the creative life of the community rather than simply observe it.

Ellensburg's identity as an arts-centered community provides a strong foundation for this sector. The Ellensburg Creative District—which encompasses the historic downtown and the campus of Central Washington University—anchors a concentration of galleries, performance venues, studios, public art installations, and creative businesses. Regular events such as First Friday Art Walks, live music performances, theater productions, literary readings, and maker markets create year-round opportunities for cultural engagement.

Creative tourism expands upon these assets by encouraging hands-on experiences such as workshops, artist-led classes, studio tours, culinary and craft demonstrations, and collaborative community arts programming. These offerings appeal to visitors seeking meaningful, place-based experiences and often generate longer stays and higher per-visitor spending compared to traditional sightseeing.



Economic Impact

Tourism has a tangible economic impact on the local and regional economy. Tourism expenditures directly support hospitality and retail businesses, including lodging providers, restaurants, specialty shops, and entertainment venues. Indirect benefits also contribute to local suppliers and service providers that support visitor services and event infrastructure. Tourism can strengthen downtown vitality, support arts and cultural programming, and reinforce Ellensburg's regional identity. However, a resilient economic framework will continue to prioritize diversification, workforce development, and strategic land use planning that supports multiple industry sectors.

Cultural and Social Value

Beyond economic impacts, tourism strengthens community identity and quality of life. Cultural events, public art, and festivals provide opportunities for local engagement and enhance Ellensburg's reputation as a distinctive regional destination. The combination of university programming, creative arts, heritage institutions, and community celebrations fosters a dynamic environment that benefits both residents and visitors.

By nurturing its distinctive cultural assets, annual traditions, and outdoor amenities, Ellensburg will continue to strengthen tourism as a driver of economic growth and community vitality.

Lodging Tax

Commonly called the "hotel/motel" tax, is a local excise tax, and under Washington statute (RCW 67.28), lodging tax revenues must be used to promote tourism and fund tourism-related facilities. They cannot be used for general government services.

The City of Ellensburg utilizes lodging tax revenues as a dedicated funding source to promote tourism and support tourism-related facilities and events. Revenues are reinvested into marketing, event sponsorship, and capital improvements that generate overnight stays and stimulate the local economy. Strategic use of lodging tax funding strengthens Ellensburg's position as a regional destination for recreation, cultural programming, university-related visitation, and signature events. Continued investment ensures that visitor-generated revenue supports sustainable economic development while enhancing quality of place for residents and visitors alike.

Ellensburg has seen a steady growth in lodging tax revenue, apart from 2020, when Covid-19 impacted all travel. In the second half of 2021, Ellensburg experienced a return in tourist activity and began to see a strong rebound in lodging tax dollars that exceeded pre-Covid-19 numbers.

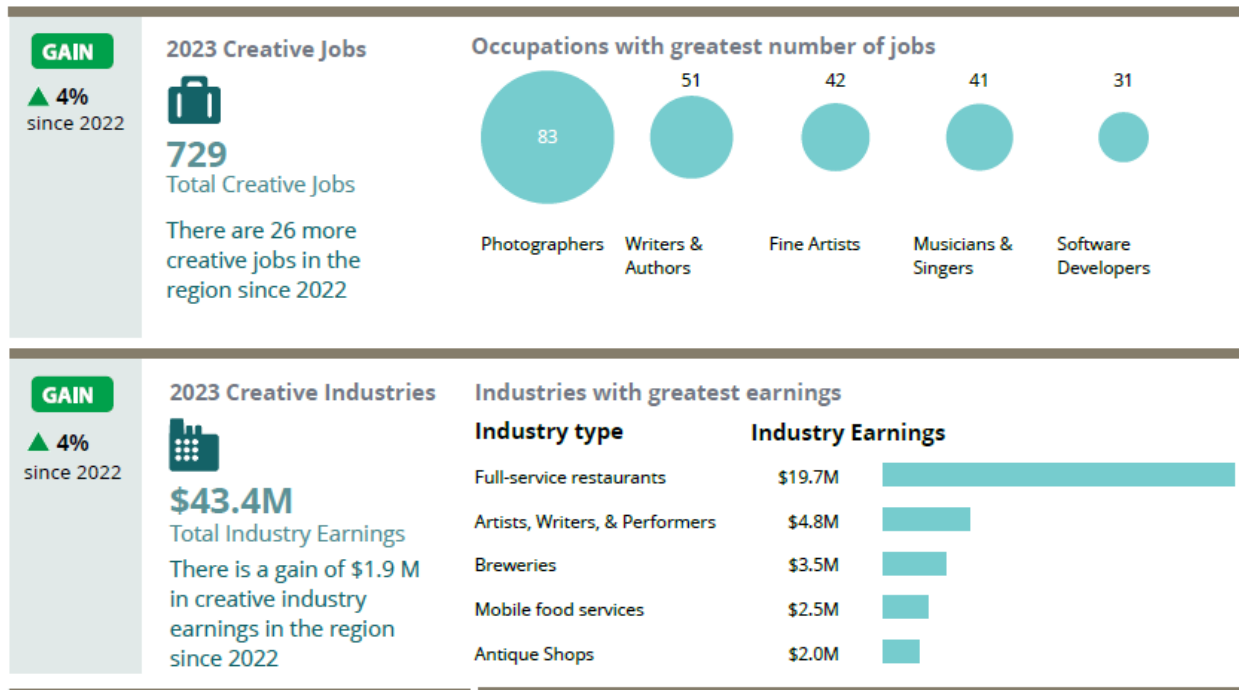
Since 2021, lodging tax revenues in Ellensburg have increased consistently year over year, reflecting continued growth in regional travel and tourism. From 2021 through 2025, the City collected an average of \$709,000 annually, demonstrating the strengthening performance of the local visitor economy.



Creative Industry

The creative industry is a vital component of a healthy economy in Ellensburg. It is an economic driver that increases tourism, brings new and innovative job creation, and is a cornerstone in the quality of life enjoyed in Ellensburg. The creative industry statewide is a significant economic driver, with Washington state's having the second largest creative economy in the nation, accounting for just under 20% annually of the state's GDP.

Figure 8-24: City of Ellensburg Creative Industry at a Glance



Source: Data provided by Creative Vitality Suite Index, Ellensburg, 98926, 2023.

The quality of life in Ellensburg is enhanced by a strong and active creative sector, which contributes to both cultural vitality and measurable economic benefit. Regional investment in arts and culture generates increased consumer spending at local businesses, reinforcing the connection between placemaking and economic development. According to the Arts & Economic Prosperity 6 (2024), event attendees spent an average of \$38.46 per person, outside of event admission costs, at local establishments such as restaurants, retail shops, and lodging facilities. This additional spending demonstrates how arts and cultural programming support small businesses, circulates dollars within the local economy, and strengthens overall community prosperity.

In Ellensburg, similar to across the state, the creative industry has seen consistent growth in a post-pandemic economy. From 2019 to 2024, earnings in the creative industry for Ellensburg increased from \$25.0 million annually to \$43.4 million annually, translating to \$136.1 million in total industry sales.



Since 2016, the City Council has dedicated 10 percent of construction sales tax revenue—capped at \$50,000 annually—to support community art. Managed by the Ellensburg Arts Commission, these funds are strategically invested to strengthen the city’s creative economy, enhance public spaces, and expand access to arts programming. By supporting local artists, cultural events, and public art initiatives, this investment not only enriches community life but also contributes to economic growth through cultural tourism, increased foot traffic, and engagement with creative industries. The Arts Commission’s planning ensures that these resources are deployed thoughtfully, maximizing both the cultural and economic benefits for Ellensburg residents and visitors alike.

Technology

The technology sector in Ellensburg is currently a small component of the local economy but is recognized as an emerging regional market. To support its growth, the City of Ellensburg is implementing regional strategies and collaborating with community partners to build a foundation for expansion. Investments in broadband and telecommunications infrastructure, combined with workforce development initiatives, are designed to strengthen local talent pipelines, expand job opportunities, and enhance Ellensburg’s appeal for technology business recruitment. Local IT service providers, digital firms, and Central Washington University’s computer science and technology programs contribute to a growing ecosystem of expertise and innovation. Together, these efforts position Ellensburg and Kittitas County as a competitive hub for technology industries, supporting economic diversification, fostering innovation, and creating opportunities for residents and businesses alike.

Opportunity Zones

Both industrial and downtown retail areas in Ellensburg lie largely within federally designated Opportunity Zones, a community development program established by Congress through the Tax Cuts and Jobs Act of 2017. These zones are intended to encourage long-term private investment in low-income urban and rural communities nationwide. The Opportunity Zones program offers tax incentives for investors to reinvest unrealized capital gains into Qualified Opportunity Funds (QOFs), which are dedicated to projects located within state-designated Opportunity Zones.

Ellensburg contains two Opportunity Zones encompassing more than 6,120 acres. Approximately 22 percent of this area is designated for commercial or industrial use, and roughly 2,540 acres of vacant land are available and development ready.

Census tract 5303797-5600 includes portions of Central Washington University, the Historic District, and the Main Street corridor extending south to Interstate 90. This tract also includes the city’s warehouse district and is bisected by the BNSF Railway main line. Sixty percent of the tract lies within the incorporated City of Ellensburg, with the remaining 40 percent located within the Urban Growth Area. The tract comprises more than 2,000 acres, with 44 percent designated as development-ready land offering direct access to Interstate 90, rail service, and municipal utilities.

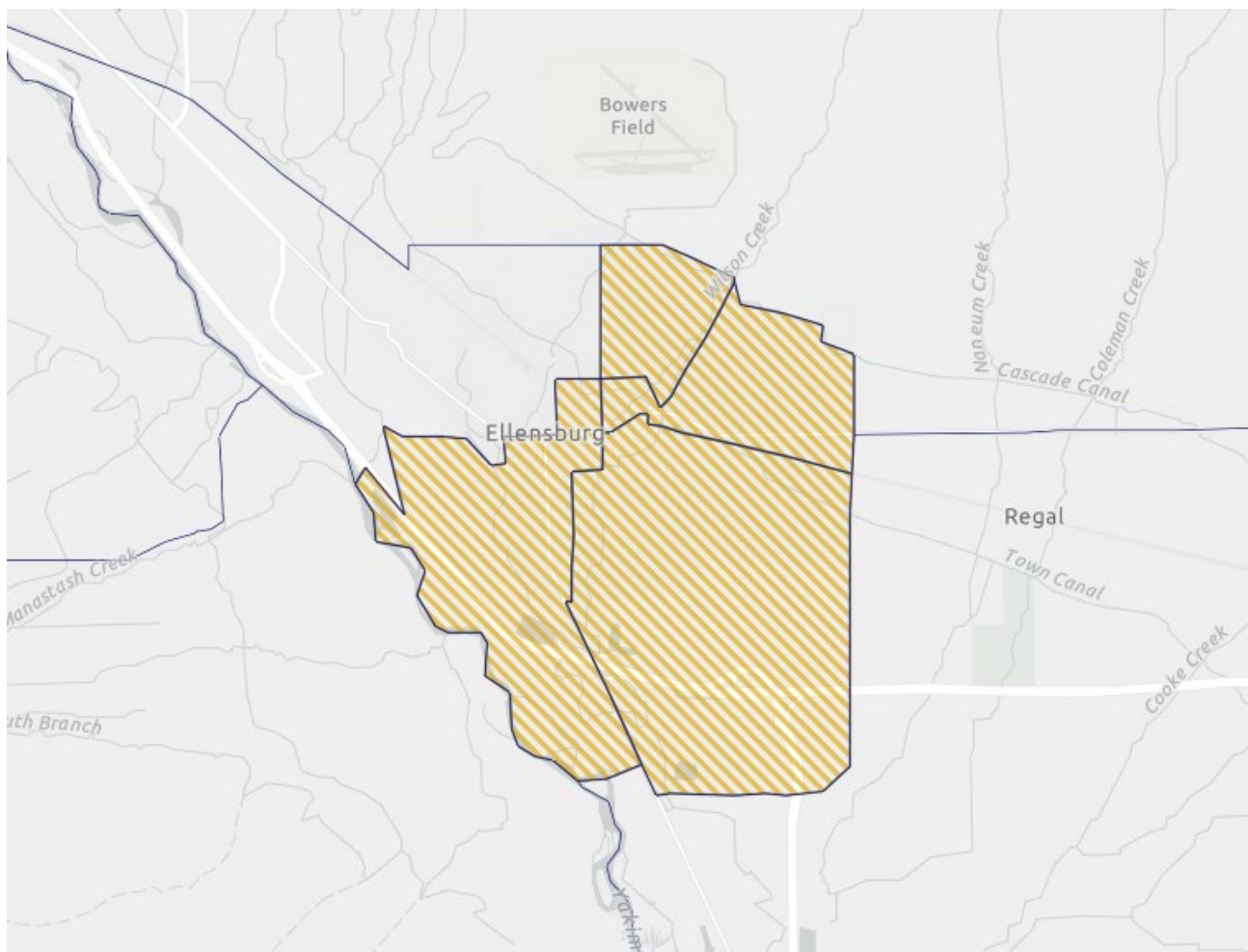


Zoning within the tract supports a broad mix of uses, including Residential Suburban, Central Commercial, Commercial Highway, Central Commercial II, and Light Industrial development.

Census tract 5303797-5500 lies north and west of tract 5600, extending in a southeast-to-northwest orientation. Interstate 90 forms the tract's southwestern boundary, while the Palouse to Cascades Trail defines the northeastern edge. Approximately 50 percent of the tract lies within the incorporated city or Urban Growth Area, with the remaining land under county jurisdiction. Zoning allows for a diverse range of development types, including Light Industrial, Urban Residential, General Commercial, Residential Suburban, Residential Office, and Commercial Tourist uses.

At the time of this draft, the City of Ellensburg, with consultants, has applied for the Opportunity Zone 2.0 through the Department of Commerce. Will update this section during the 2027 update, pending notification.

Figure 8-25: Opportunity Zone 2.0



Washington State Department of Commerce, Opportunity Zones, Kittitas County, Feb. 18, 2026.



Foreign Trade Zones

In 2010, the Port of Moses Lake established a 90-mile Foreign Trade Zone (FTZ) service area that includes all of Kittitas County. A FTZ allows companies to store goods duty-free, defer tax and customs payments, and reduce inventory-related costs—helping businesses compete more efficiently and cost-effectively in the global marketplace. Merchandise may be brought into a FTZ for a wide range of activities, including storage, exhibition, assembly, manufacturing, and processing. Standard customs entry procedures and duty payments are not required on foreign merchandise unless and until it enters U.S. Customs territory, at which point the importer assumes responsibility. Domestic goods moved into a FTZ for export may be considered exported upon admission to the zone, making them eligible for excise tax rebates and duty drawback. As part of a countywide strategic plan, economic development partners are developing targeted tactics to encourage businesses to take advantage of this economic development tool.

Business Development

The City of Ellensburg works collaboratively, with multiple organizations to enhance the community's quality of life through business development, retention, expansion, innovation, and entrepreneurship.

The City offers a unique and streamlined approach for businesses to start and grow. From business incentives to a comprehensive review of proposed projects in a Pre-Application Meeting that includes representatives and staff from all the required entities to begin a project. Because the City owns and operates electric, natural gas, water, wastewater, stormwater, and telecommunications utilities, project review is conducted by a single entity at one location which provides increased certainty for development in terms of process, timelines, and requirements for a successful project. Additionally, the City of Ellensburg has invested in staffing and talent in key roles like community and economic development to enhance the overall economic success of the city.

Many organizations throughout Ellensburg work to build the economy and enhance the community's quality of life. Three organizations in particular are directly involved in business development in Ellensburg.

The Kittitas County Economic Development Partnership (KCEDP) is a collaborative initiative involving the Conference of Governments, an action committee comprised of municipal leaders and “doers,” the region's economic development organizations, and key business stakeholders. This partnership is focused on county-wide initiatives with work force development, industry recruitment and expansion, and broad economic opportunities.

The Kittitas County Chamber of Commerce partners the City of Ellensburg as the City's Destination Marketing Organizations (DMO), and the County's Downtown Associations on business development, in addition to overseeing tourism, events, and services as the designated Associated Development Organization (ADO).





The Ellensburg Downtown Association (EDA) is a Certified Main Street Organization through the Washinton Main Street Program and the Department of Archeology and Historic Preservation and follows the designated Main Street Four-Point Approach for downtown revitalization that includes economic vitality, community design and development, promotions, and community outreach.

Conclusion

Ellensburg stands at a pivotal moment in its economic evolution. Grounded in a strong legacy of agriculture, education, and community-centered values, the city is uniquely positioned to build a more resilient, diversified, and opportunity-rich economy over the next 20 years. The foundation is strong: a regional university, a vibrant and historic downtown, expanding industrial and logistics capacity, a growing tourism sector, and a deeply rooted sense of place that continues to attract residents, businesses, and visitors alike.

At the same time, the challenges are clear. Housing affordability, workforce constraints, income disparities, and the need for economic diversification require intentional, coordinated action. Addressing these challenges will demand continued investment in infrastructure, thoughtful land use planning, regulatory clarity, and a sustained commitment to partnerships across public, private, and institutional sectors.

The future of Ellensburg's economy will be shaped by its ability to align its assets with emerging opportunities. This includes fostering innovation and entrepreneurship, supporting targeted industry clusters, expanding workforce development in alignment with industry needs, and leveraging key partnerships—particularly with Central Washington University and regional collaborators. Strategic investments in quality of life, from arts and culture to recreation and public spaces, will remain essential economic drivers, reinforcing Ellensburg's competitive advantage as a place where people choose to live, work, and invest.

Equally important is a commitment to equitable economic development. Ensuring that all residents have access to opportunity—through education, employment, housing, and supportive services—will strengthen not only individual outcomes but the overall health and sustainability of the community.

Ultimately, the City's role is to create the conditions for success: to plan proactively, invest strategically, and lead collaboratively. By doing so, Ellensburg will continue to grow as a dynamic regional center—one that honors its heritage while embracing innovation, supports its existing businesses while welcoming new ones, and balances economic growth with the preservation of community character and quality of life.



Goals, Policies, and Programs

The economic development goals, policies, and programs are intended to be implemented in coordination with community partners to strengthen and elevate the economy across Kittitas County. While these goals, policies, and programs are tailored to the City of Ellensburg, they also reflect the City's unique role and opportunities for growth within the broader regional economy.

The goals, policies, and programs outlined below are designed to:

- ◆ Support a diverse and resilient economy
- ◆ Create opportunities for living-wage employment
- ◆ Strengthen partnerships across jurisdictions and sectors
- ◆ Promote equitable access to economic opportunity
- ◆ Enhance quality of place and long-term community vitality

Goal ED-1: Regional Collaboration & Economic Leadership

Position Ellensburg as the regional economic hub through coordinated partnerships and shared implementation of County-wide strategies.

Policy ED-1.1. Foster the Kittitas County Economic Development Partnership (KCEDP) between the cities, the county, economic development organizations, Central Washington University (CWU), regional businesses, and community leaders into a sustainable working model for collaborative economic development and balanced growth.

Policy ED-1.2. Promote transparent communication, shared goals, and accountability among economic development partners, maintaining clear roles and responsibilities among partner organizations to improve efficiency and reduce duplication of efforts.

Policy ED-1.3. Support regional approaches to economic development that benefit the broader Kittitas County community with opportunities to advance economic development priorities.

Policy ED-1.4. Maintain and support dedicated economic development staffing and capacity focused on the implementation of economic development strategic goals, the City of Ellensburg council priorities, and fostering a strong quality of life in Ellensburg.

Program 1

Participate and grow the regional economic development partnership, expand regional roles, support the established governance structure, coordination protocols, for further implementation of regional strategic planning.



<i>Program 2</i>	<i>Develop and maintain shared implementation of strategic plan metrics and reporting mechanisms.</i>
<i>Program 3</i>	<i>Coordinate and work together to secure future growth opportunities, resource management, and potential funding sources.</i>
<i>Program 4</i>	<i>Expand collaboration among regional industry leaders, educational institutions, and workforce development to establish a skills center focused on building a ready workforce for new and emerging opportunities.</i>
<i>Program 5</i>	<i>Encourage increased communication and collaboration among the City, Central Washington University, businesses, educational institutions, and community organizations through shared events, projects, and outreach that strengthen connections between the university and the broader Ellensburg community.</i>
<i>Program 6</i>	<i>Working with regional partners, engage emerging markets and industry for recruitment opportunities that align with regional balanced growth.</i>

Goal ED-2: Economic Resilience & Diversification

Build a resilient and diversified economy that reduces reliance on a limited number of sectors and increases access to higher-wage employment.

- Policy ED-2.1. Promote expansion and diversification of higher-wage jobs within emerging industries.
- Policy ED-2.2. Support development of industry clusters including education, healthcare, logistics, manufacturing, and technology.
- Policy ED-2.3. Encourage innovation and entrepreneurship as drivers of economic resilience.
- Policy ED-2.4. Reduce economic vulnerability to external disruptions and market shifts.

<i>Program 1</i>	<i>Identify, recruit, and support target industry clusters (logistics, tech, advanced manufacturing, creative industries).</i>
<i>Program 2</i>	<i>Foster and manage the balanced development of business parks and industrial areas that contribute to the expansion of diversified industries and living-wage jobs.</i>
<i>Program 3</i>	<i>Support innovation and startup ecosystems through the Kittitas County Economic Development Partnership, community business leaders, and workforce training.</i>



Program 4

Track industry trends, identify opportunities, and align economic strategies accordingly across all partnerships.

Goal ED-3: Workforce and Talent Development

Develop, retain, and attract a skilled workforce aligned with local industry needs and emerging opportunities.

Policy ED-3.1. Align workforce training with existing and emerging employer and industry needs.

Policy ED-3.2. Strengthen partnerships between education providers, workforce development, and employers to utilize resources efficiently.

Policy ED-3.3. Promote and expand living-wage job opportunities and training for new job markets.

Policy ED-3.4. Support workforce training, accessibility, and participation across all demographics to strengthen opportunity pipeline for all.

Program 1

Develop internship, apprenticeship, and career pathway programs with CWU, workforce development agencies, and economic development organizations.

Program 2

Support civic education and leadership development programs that actively engage community members from varied backgrounds and experiences and encourage broad representation in local leadership, organizations, and agencies.

Program 3

Support sector-based workforce training initiatives.

Program 4

Expand youth retention and graduate employment programs that reflect emerging opportunities within the regional job market.

Program 5

Coordinate with workforce agencies, training providers, and industry to provide hands-on training that translates to job opportunities.

Program 6

Use data to track workforce gaps, retention trends, and emerging industry jobs.

Goal ED-4: Business Development & Entrepreneurship

Foster a supportive business environment that encourages business formation, retention, expansion, and innovation.

Policy ED-4.1. Develop a transparent business friendly regulatory environment that encourages investment in Ellensburg.



Policy ED-4.2. Work with economic development organizations to support small businesses and entrepreneurs as key contributors to the economy.

Policy ED-4.3. Encourage the development of diversified business retention and expansion programs as a priority.

Policy ED-4.4. Promote public-private partnerships to support economic growth.

Program 1 Create improved certainty for development by continuing to refine and streamline permitting and regulatory review processes.

Program 2 Work with economic development partners to implement a Business Retention & Expansion (BRE) program.

Program 3 Collaborate with local organizations to help local businesses better understand and serve community members with varied backgrounds, experiences, and cultures.

Program 4 Conduct regular business outreach through partnerships.

Program 5 Work with economic development partners to provide small business technical assistance and support services

Program 6 Promote use of economic tools (Opportunity Zones, FTZ, MFTE).

Goal ED-5 Infrastructure & Economic Competitiveness

Invest in infrastructure that supports economic growth, business development, and long-term competitiveness.

Policy ED-5.1. Prioritize infrastructure investments that sustain an expanding community and support future economic development.

Policy ED-5.2. Maintain and expand utilities and transportation systems to meet growth needs.

Policy ED-5.3. Support development of industrial and commercial areas with adequate infrastructure.

Policy ED-5.4. Coordinate infrastructure planning with regional growth strategies.

Program 1 Identify and prioritize infrastructure projects based on community needs and future development.



<i>Program 2</i>	<i>Expand utility capacity (water, sewer, broadband, power).</i>
<i>Program 3</i>	<i>Improve freight mobility and transportation corridors.</i>
<i>Program 4</i>	<i>Support infrastructure for industrial and logistics development.</i>
<i>Program 5</i>	<i>Leverage capital investments through local improvement districts to attract private development.</i>

Goal ED-6: Tourism, Creative Economy, & Quality of Place

Enhance Ellensburg's identity as a destination and strengthen the economic impact of arts, culture, and tourism.

Policy ED-6.1. Promote, expand, and grow tourism as a key economic sector, that highlights the many segments of regional tourism.

Policy ED-6.2. Expand and further develop the creative economy.

Policy ED-6.3. Strengthen downtown as the cultural and economic heart of the community.

Policy ED-6.4. Invest in amenities that attract residents, visitors, and businesses.

<i>Program 1</i>	<i>Support and expand programming for tourism marketing, destination development, and the creative economy in Ellensburg.</i>
<i>Program 2</i>	<i>Build a supportive environment to expand festivals, events, and creative programming showcasing cultural arts.</i>
<i>Program 3</i>	<i>Strengthen downtown revitalization efforts.</i>
<i>Program 4</i>	<i>Work with economic development organizations to support existing creative sector businesses and recruit new businesses that contribute to the creative economy.</i>
<i>Program 5</i>	<i>Further develop branding and identity strategies that support the creative industry.</i>
<i>Program 6</i>	<i>Continue to develop the Ellensburg Creative District and support arts organizations within Ellensburg.</i>



Goal ED-7: Commercial, Industrial, & Logistics Development

Support strategic development of commercial, industrial, and logistics sectors to expand employment opportunities and strengthen the tax base.

Policy ED-7.1. Support development of industrial opportunities by creating a business-friendly and scalable permitting process for larger industrial investment.

Policy ED-7.2. Encourage logistics, warehousing, and distribution of use in appropriate locations.

Policy ED-7.3. Promote balanced, community-driven retail development to reduce leakage and retain local spending.

Policy ED-7.4. Ensure and maintain compatibility between industrial uses and surrounding areas.

Program 1 Develop and market industrial land and business parks for commercial investment.

Program 2 Support logistics and distribution infrastructure improvements.

Program 3 Work with economic development partners to conduct retail leakage analysis and recruitment strategy.

Program 4 Encourage development at key commercial nodes and interchanges.

Program 5 Continue to plan infrastructure and buffering in industrial areas.





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

Agenda Subject: Comprehensive Plan Periodic Update- December Land Development Code Amendments Overview (Public Comment Opportunity)

Submitted by: Mark Rud, Associate Planner

Department: Community Development

Suggested Motion/Action:
This item is for informational purposes only.

Background/Summary:

Staff are currently drafting revisions to Title 15 of the Ellensburg City Code (ECC), the "Land Development Code" (LDC). Progress currently is in the form of a working draft, which is not attached for review at this time. The purpose of this presentation is to provide a high-level overview of changes required to comply with the Growth Management Act (GMA) and conform with the Comprehensive Plan Periodic Update's policies, as well as LDC amendments aligning with the 2026 Long-Range Planning Work Program mostly associated with the same, and other voluntary items identified for revision. The goal is for staff to receive preliminary feedback from Council on the general direction of the proposed amendments prior to finalizing a draft for public review and comments.

The GMA has been amended in recent legislative sessions to include requirements and pre-emptions for local land development regulations, most of which must be incorporated into the LDC concurrently with the Plan's adoption. In addition, separate statutes – principally, those impacting Code Cities per RCW 35A (such as Ellensburg) – have also been amended in ways that require local regulatory revisions, with conformance also needed relative to GMA adoption cycles. Some legislation as recent as this year's session require concurrent adoption with a jurisdiction's next Comp Plan update. Taken altogether, for Ellensburg, these necessitated a substantial volume of targeted code revisions.

While many of the amendments are required and related to the 2026 Comprehensive Plan that has been the subject of public engagement since last year, this is the first public interface for specific concurrent code changes. A more detailed "check-in" is tentatively planned for the Planning Commission and Affordable Housing Commission's August 27th, 2026 joint meeting, which will review full-text of the working draft similarly for general directional guidance that may be revised in part based on Council's initial feedback. As a regulatory land use amendment, adoption will ultimately require approval of an Ordinance, with public hearings held for Planning Commission recommendation and Council approval. These are planned to run concurrent with the Comprehensive Plan adoption calendar later this Fall.

Council should be aware that additional regulatory changes for subdivisions will be forthcoming for required adoption by June 2027 that may further amend ECC Title 15, Division IV “Community Design” beyond the revisions here proposed, and will create additional procedures for certain smaller or residential subdivisions. A more comprehensive review of the LDC’s Critical Areas Ordinance (ECC Title 15, Division VI) may also require revisions that may be proposed for adoption as late as December 2027. These are all technically associated with the adoption date of the Comp Plan Update, and likewise reflect legislative mandates and pre-emptions. Though difficult to predict in advance, the legislature may also adopt additional requirements or preemptions during its longer 2027 session.

Previous Council Action:

Council has taken action on administrative support for the Periodic Update process and reviewed draft Comp Plan materials including related Land Use and Housing elements, but this will be the first review of Land Development Code amendments coinciding with the Plan Update as drafted, and which are primarily intended to both implement the Plan, and meet GMA and other statutory requirements and preemptions.

Analysis:

The Periodic Update to the City’s Comprehensive Plan, “Ellensburg 2046,” is being undertaken by the City as required for fully planning jurisdictions under the GMA, RCW 36.70A. As a part of this update cycle, the City is required to adopt “adequate provisions” that implement its adopted goals and policies through local development regulations, particularly to meet projected housing needs based on a Land Capacity Analysis conducted for the Plan. The following is a high-level summary of proposed changes included in staff’s working draft.

REQUIREMENTS

Housing – RCW 36.70A.070(2)(c),(d) & 36.70A.115

City zoning must reflect sufficient land capacity for housing needs identified in the Plan’s Housing Element for all income bands, including emergency housing and shelter.

As adopted by the Conference of Governments, the City’s GMA housing allocation receives a significant proportion of projected growth at low Area Median Income (AMI) thresholds defined by the Act. The Plan largely accommodates such housing in the non-Permanent Supportive Housing (PSH) category via greater zoned opportunities for multifamily.

In order to allow a greater allocation of multifamily and “middle housing” types in the City through the LDC, a variety of substantive changes are proposed:

- Combine the 2 existing lowest-density residential zones into a single low-density zone (effectively repealing the R-S zone) – and re-mapping R-S parcels to R-L via separate concurrent area wide zone map amendments;
- Establish a minimum density requirement of 3 DU/acre in the combined R-L zone (vs. the existing R-S zone with no min. density requirement);
- Increase the maximum base density of the R-L zone from 8 DU/acre to 12 DU/acre – intended to accommodate townhouses and small multiplex “middle housing”;
- Adopt a statutory SEPA exemption per RCW 43.21C.229 for residential/infill projects within the UGA; and

- Several area-wide re-zones proposed via concurrent ordinance, intended to entitle several undeveloped or underutilized incorporated areas with a greater variety of higher density housing types (including multifamily “as of right”) compared to their current zoning.

NOTE: The above revisions were specifically incorporated into a Land Capacity Analysis evaluated both for the Plan's SEPA EIS, and for the Comprehensive Plan's conformance with GMA Housing Element requirements. Additional items were identified that would facilitate implementation of the same goals and policies:

- Repeal an existing minimum density qualification that only applies to R-L zone “for subdivisions greater than one acre in size” (minimum densities required across all project types; residential use exception is retained in Nonconformance chapter);
- Revise residential density calculations, to round up all partial units, and repeal a provision that prohibits future re-subdivision (inconsistent with subdivision statute);
- Revise residential land use table Notes, to permit duplexes in the R-L zone without reference to date of lot creation (“as of right” entitlement without density review);
- Strike residential land use table Notes that prohibit multifamily uses (3+ dwellings) “adjacent to existing single-family dwellings” unless approved via plat (would permit “middle housing” “as of right” when meeting zones’ density without a special subdivision allowance);
- Permit duplexes in the Neighborhood Center Mixed Use (NC-MU) zone – currently prohibited;
- Strike several design provisions that only apply to manufactured homes when sited as single-family dwellings (exterior roof/wall materials; minimum of 2 sections);
- Revise regulations that apply to Secondary Streets meeting Storefront standards, to permit residential use on ground level;
- Revise Street Frontage Type maps, to change several segments from Storefront Streets to Secondary Streets outside of the downtown core (with preceding, would permit ground level residential use within 30-feet of a sidewalk in these locations);
- Where small multiplex housing of up to 6 dwelling units is developed with a single primary building entry (i.e., resembling the design/scale of a single-family home), apply the single-family design standards of ECC 15.540.020 versus applicable multifamily design requirements of ECC 15.510, 15.520 and 15.530;
- Reduce parking standards for duplexes and multifamily uses to 1 space per unit, and strike all incremental parking requirements based on bedroom thresholds; and
- Permit transitional housing and permanent supportive housing “as of right” in the NC-MU zone – currently requires a Conditional Use Permit (CUP).

Parking – RCW 36.70A.622

For residential uses, the City must permit gravel and grass pavers, tandem parking (previously adopted via Ord. 4975), and for non-conforming parking to meet requirements up to 6 existing spaces for any residential use on a site. The City can also only regulate a minimum parking stall size of 8’ x 20’. These require several revisions:

- Multiple LDC sections referencing minimum garage or structure setbacks of 22-feet are revised to 20-feet, for consistency with this preemption.

NOTE: Public Works Development Standards are being revised separate from the LDC ordinance, to incorporate aligned preemptions, and to accommodate both permitted design specifications and the allowance for existing non-conforming spaces for residential use.

Religious Organization Shelters & related uses – RCW 35A.21.360

The City is heavily restricted regarding limitations it can place on outdoor encampments, safe parking efforts, overnight shelters, or temporary small houses when sited on property owned or controlled by a religious organization.

- The residential land use table is revised with a new note indicating that indoor emergency shelters and indoor emergency housing are permitted “as of right” on such properties; in other cases they still require a CUP. An RCW reference is added into ECC Table 15.310.040-1 Notes, which includes additional unrelated police power preemptions for these specific use cases that would not be duplicated in the LDC.

Religious Organization Density Bonuses – RCW 36.70A.545 & 35A.63.300

The City is required to adopt density bonuses for affordable single-family or multifamily housing developed on property owned or controlled by a religious organization.

- Staff are proposing a new Section of Density Bonus chapter 15.330 of the LDC to specifically address this requirement. This bonus would be evaluated separate from other existing affordable housing density bonus standards.

Supportive Housing and Shelter Preemptions – RCW 35A.21.430 & 36.70A.845

The City is heavily restricted regarding how it can regulate or require operating standards or conditions for transitional housing, permanent supportive housing, indoor emergency housing, and indoor emergency shelters.

- ECC 15.340.080 is revised to strike preempted facilities services standards from the LDC, and replace them with optional documentation submittals as authorized for local jurisdictions for these uses by statute.

Organic Materials Management Facilities – RCW 36.70A.142

Development regulations must allow for the siting of organic materials management facilities (e.g., composting centers) identified in inter-jurisdictional Solid Waste Management Plans.

- The City is incorporating this use classification into the LDC’s existing definition of Essential Public Facilities, which already includes solid waste handling facilities.

Clear & Objective Design Regulations – RCW 36.70A.630

By an overwhelming margin, the majority of amendments that will be proposed seek

conformance with this statute as revised in 2025. Under it, a “formally adopted local government process by which projects are reviewed for conformance with design standards for the type of use adopted through local ordinance” must newly meet explicit preemptions: Such regulations may only apply “**clear and objective development regulations governing the exterior design of new development.**” The general intent seems to be for expedited local development project reviews by eliminating time-intensive interpretation of vague or subjective design criteria, and to maintain base zoning development entitlements within design standards, among other changes limiting design review such as allowing for only a single public meeting re. design conformance.

It defines for the purpose of this statute, “clear and objective development regulations ...[m]ust include one or more ascertainable guideline, standard, or criterion by which an applicant can determine whether a given building design is permissible under that development regulation,” and, “may not result in a reduction in density, height, bulk, or scale below the generally applicable development regulations for a development proposal in the applicable zone” (emphases added). Importantly, these restrictions are not applicable to regulations that only govern locally registered landmarks or historic districts, and only preempt design standards as defined per this RCW Section.

Planning staff conducted a comprehensive review of design and related regulations in the LDC with reference to these preemptions, evaluating against each provision. I.e.:

- a. Does this regulation (all or part) include one or more ascertainable guideline, standard, or criterion by which an applicant can determine whether a design is permissible?
 - “Ascertainable” generally means “capable of being learned with certainty.” An example of a clearly compliant regulation is a numeric, dimensional standard or terms defined by the code (e.g., minimum 5-foot depth of Type C landscaping along the side property line; 15% transparency for a street-facing facade); or, elements that can be incorporated into designs with plain reading of the standard without a subjective, discretionary interpretation by the jurisdiction’s reviewing authority of an applicant’s designs (e.g., pole-mounted lighting no greater than 14-feet in height).
 - A non-compliant standard failing this preemption might read “The scale of the building shall complement the established character of the neighborhood”: there is no clear and objective metric from which to evaluate whether a proposed design meets the standard without application of a subjective, discretionary interpretation by a reviewer for an applicant’s design (where are the bounds of the “neighborhood”; what makes any design element “compatible” given existing neighborhood variation?). An applicant cannot prepare a design to meet the standard without subjective interpretation. In cases where an adopted regulation is not ascertainable, it is non-compliant with this statute.
 - NOTE: The statute also applies this preemption to “guidelines”. This indicates that design regulations can continue to incorporate voluntary measures; however, such recommended design features must likewise meet the “ascertainable” threshold. A non-compliant guideline might read “The development should only incorporate building projections that activate the pedestrian experience and enhance site connectivity”: though only recommended and not required for approval, this guideline does not establish a clear and objective measure by which the proponent can achieve the preferred design. What activates an experience; what is “connectivity” for objective

project design purposes, and how is it determined whether a design option “enhances” it?

- b. Could this regulation result in a reduction in density [for residential use], or height, bulk, or scale [of any building], below standards otherwise applicable in the zone?
- A non-compliant standard failing this preemption might read “For multifamily projects in Commercial Zones that abut a Residential Zone, the maximum building height and minimum yard setbacks shall be that of the abutting Residential Zone”: it applies a more restrictive standard that reduces potential bulk, height, or scale (or potentially dwelling unit density) of the project, than would otherwise be permitted for a similarly zoned project that does not abut a separate, unrelated residential zone.

In brief: a large number of design regulations and guidelines fail to meet one or more of the preemptions in this statute. Substantial non-compliance was found in multiple sections of design regulation chapters for Regional Retail Commercial Master Site Plans (ECC 15.390A), Wireless Communication Facilities (ECC 15.395), Subdivision Design and Block Structure (ECC 15.420), Site Orientation (ECC 15.510), Site Planning and Design (ECC 15.520), Building Design (ECC 15.530), Housing Type Standards (ECC 15.540), Landscaping (ECC 15.570), and Outdoor Lighting (ECC 15.580). However, related regulations that do not fall under broad “design” headings were also found by Staff to be generally inconsistent with this statute re. impact. In a great number of cases, these involved vague or undefined terms or elements, non-objective design requirements, and unclear applicability of a standard to a project.

Choices

Non-compliant regulations require consideration of several options for compliant revision:

- a. Strike only the element(s) of the regulation that fail the preemption, while maintaining (and/or lightly clarifying) compliant elements.

This is the preferred option and utilized as much as possible.

Example ECC 15.530.040(C)(1)(f): “~~Landscaped trellises or other decorative element that incorporates landscaping near the building entry~~” as an optional window/entry treatment, is revised to “Trellises or landscaping meeting ECC 15.570.040 abutting the building entry.” The qualifying descriptions of elements are not defined by ECC Title 15 or ascertainable:

- What specific “landscaping” would or would not be acceptable on a trellis; what element meets the “decorative” quality when incorporated with landscaping near an entry? These vague terms are struck from the regulation.
- Because the intent of the non-compliant code desires some form of landscaping as a treatment option, “landscaping” is incorporated as an alternative to a trellis, with a reference to ECC landscaping types that in turn reflect objective materials standards.
- How “near” the building entry must landscaping be? Here “near” is replaced with “abutting” as a light amendment to clarify the intended effect of the standard: an

applicant can objectively design landscaping to “abut” an entry, whereas “near” may be designed some distance from the entry then subject to interpretation for conformance.

- Note this is one of six retained options available for required window/entry treatment, only 3 of which must be employed to meet this standard, which also allows for alternative design proposals through a Departure request.

b. Replace non-compliant elements/regulations with compliant elements/regulations.

This option is utilized whenever the intent of the existing non-compliant element/regulation is clearly derived from the context of the standard, and a compliant “clear and objective” standard can be implemented without substantially altering the intended effect of the existing regulation.

Example ECC 15.530.030(B)(1): “~~Use of window and/or entries that reinforce the pattern of small storefront spaces~~” as an optional treatment for buildings abutting storefront streets, is revised to “Windows and/or entries with an evenly spaced or symmetrical pattern along the storefront.”

- “Reinforcing the storefront” is a non-ascertainable design criterion for implementation of the standard.
- “Evenly spaced or symmetrical” establishes a standard that can be implemented by plain reading without subjective interpretation.
- Striking the reference to “small storefront spaces” removes vague applicability; the element may be employed as a design option on any storefront building, without interpretation of storefront size for eligibility. The addition of “along the storefront” along with revisions to subsection B re. applicability clarifies that the standard is only applicable to the storefront facade with storefront entries (side walls or facades with non-storefront entries would be exempt).
- Note this is one of 6 existing treatment options, only 2 of which must be employed to meet the standard, which also allows for alternative design proposals through a Departure request.

Example 15.510.070(B): Building setbacks for secondary streets with landscaped frontages must meet “*Ten-foot minimum or consistent with minimum requirements of the applicable zoning district (see ECC 15.320.030, 15.320.040, and 15.320.045), whichever is ~~greater~~ less.*”

- The current “whichever is greater” regulation may reduce bulk/scale of a development by potentially requiring a deeper base setback than the underlying zone, based on the designated street frontage vs. applying the standards of the underlying zone (some zones have no setback requirement).
- To permit greater design flexibility, the standard is revised to “whichever is less.” This permits an applicant to build as close as a reduced 10-foot setback along Secondary Street with a landscaped frontage design for zones with deeper base setbacks, unless the underlying zone has a narrower setback; and, allows project designers to “ascertain” standard base setbacks solely from the dimensional

standards of ECC 15.320. The change results in a Design permission, versus layered restriction that is now non-compliant with the preemption.

c. Strike the entirety of a non-compliant regulation, without replacement.

This option is only employed when a standard is non-compliant, and there is no clear option to replace/revise it in a manner compliant with the preemption that would maintain the apparent intent of the regulation.

Example ECC 15.520.030(C)(2)(f): “~~Landscaping that adds visual or seasonal interest to the [nonresidential] open space.~~”

- There is no obvious way to maintain the intent or requirement of this standard: What is determined "visually interesting" to "seasonally interesting"? Landscaping types of ECC 15.570.040 are typically required along property lines depending on other LDC Division V standards; establishing an "ascertainable" standard would require thresholds (how many square feet of landscaping), locational standards (where to place it within the open space), and plant materials standards. Staff did not believe these were reasonably justifiable to establish on an ad hoc basis, [articularly given that any required nonresidential open space could potentially be relatively small while still requiring other features (see next).
- Note retained standards in subsection C(2) (as revised) would still fully require lighting with height and illumination thresholds, seating areas based on open space square footage, locational reference of space (abutting a building entry), accessibility and visibility from abutting streets, and public work standard compliant walking surfaces for all nonresidential open spaces when required. Further, subsection C(3) maintains optional encouraged “guideline” elements for these spaces such as water features, outdoor eating areas with plant buffers and weather protection, in addition to other newly proposed options. These continue to ensure attractively designed open space elements would be employed without a vague landscaping requirement; note landscaping is still otherwise required for site design based on retained/revise standards of LDC Division V.

Example ECC Table 15.320.040, Notes 3-5: These variously require reduced maximum heights or increased setbacks for P-R zoned developments when in proximity to residential zones.

- While contained in dimensional standards, the effects of these special notations would be the same as those preempted for design regulations. Staff believe these fail to meet the intent of the preemption, and that no similar compliant revisions are available that would achieve the same intended effect. These would be repealed.

d. Newly establish a compliant standard or design option.

In some cases, the context of a regulation when reviewed for compliance identified potential gaps that prompt establishing a standard, guideline, or design option that does not currently exist. These often provide technical clarification for applicability,

which allow both project applicants and staff to better “ascertain” related existing regulations for implementation.

Example ECC 15.530.040(D)(2): High visibility street corner building design element options do not allow Departure requests to propose alternative designs that meet adopted purposes of the standards, unlike many other standards within ECC Title 15, Division V.

- Without this option, applicable buildings require a corner entry, bay window/turret, clock or bell tower, balconies above the ground floor, one-of-a-kind sculpture or artwork, or one of only 2 other design options (struck for other non-compliance). This is a narrow range of designs that, given repealed non-compliant elements of subsections 2(f),(g), would result in limited diversity for the ~40 properties impacted by ECC Figures 15.530.040(D)(2) upon new development or redevelopment.
- Departures offer a flexible path for compliance that can achieve quality building design without enforcing repetitive treatments on these properties, found citywide.

Example ECC 15.510.050 & .060: Storefront street and Secondary street frontage design standards. Currently, storefront buildings are permitted to be set back from the right-of-way line, without a maximum allowance; projects in the core of downtown could theoretically redevelop a site with a deep front yard. Additionally, Secondary street buildings must either meet design standards of Storefront buildings (applicability not clearly identified), or meet specific Landscaped frontage standards for Secondary streets. Revisions would establish and clarify the following:

- Establish a maximum 10' ROW setback for Storefront street buildings (a maximum setback to maintain storefront character, vs. a minimum). Note: design regulations are only preempted from “reducing” potential bulk/scale from underlying zone.
- Clarify that Secondary street buildings must only meet Storefront building frontage design standards when located within 10' of a ROW (i.e., when the building footprint has a Storefront character along the frontage). Recall that other amendments would also newly permit Secondary Street Storefront buildings to have dwelling units at ground level.
- Clarify that Landscaped frontage standards apply to all other buildings (i.e., when setback 10+ feet from ROW). Note these standards are principally re. building relationship to the street (i.e., transparency).
- NOTE: after all revisions, designed minimum setbacks would no longer be superseded by frontage type, but regulated by underlying zone per ECC 15.320 standards - as required for compliance with this preemption. Example: Because the C-C II zone does not establish minimum front setback requirements, new development on a CC-II lot along a Secondary Street can be flexible in terms of lot setback, but must still meet applicable frontage type building standards (e.g., minimum transparency) dependant on the setback. This creates a clearer set of design option and compliance pathways.

e. Revise a regulation from a guideline (not required) to a standard (required), or vice versa.

These changes are made when warranted in the greater context of a regulation, often after other revisions. I.e., if one standard is struck in its entirety for non-compliance, a related and retained compliant guideline (“should consider”) may be changed to a standard (“shall include”) to reinforce the general intent of the previous design features’ implementation in aggregate. This was most frequently utilized for Regional Retail Commercial Master Site Plans of ECC 15.390A.

Example ECC 15.390A.040(B)(2)(a): “*Where service elements ~~cannot be located away~~ are visible from the street front, they ~~should~~ shall be screened from view pursuant to ECC 15.520.060 and 15.530.045, and shall not encroach upon the pedestrian right-of-way.*”

- The Regional Retail Commercial Master Site Plan design chapter has a distinct set of design standards and guidelines for applicable projects. Screening of “service areas” (e.g., walled outdoor solid waste bin storage) is required for all other commercial/multifamily projects in Division V, and seems appropriate to require (vs. encourage) the same design for implicitly more expansive and impactful commercial project sites.

Reviewing and revising these sections also allowed Staff to consider multiple structural reorganizations for clarity of regulations’ applicability. Several examples:

- ECC 15.570.050 is the only “regulatory” section of 15.570 ECC “Landscaping”, a chapter that otherwise mostly describes landscaping types required throughout LDC Division V. Staff propose striking this section in its entirety, and relocating its various elements to appropriate Sections governing surface parking lots and building design.
- Parking lot location requirements would be struck from ECC 15.510 Frontage Type standards, and relocated as as a new Parking Lot Location Section under the Site Design chapter (ECC 15.520) preceding its Parking Lot Design Section 15.520.070. Standards would also be simplified based on project type, with one set of requirements for the C-C zone and downtown historic district, and another for all other projects - all with minimal revision to existing standards that provide mostly unnecessary duplication across the variety of street frontage types.

The intent of such changes is to reduce the complexity of design review conformance by isolating rationally related design standard elements to one topical chapter/section. Doing so also allows identification of existing redundancies and internal contradictions within the LDC, which are further proposed for various revision.

Lastly: Only one public meeting is permitted for Design Review conformance. Currently, Regional Retail Commercial Master Site Plan approval is a Type IV LDC permit, requiring an Open Record Hearing with Recommendation by the Hearings Examiner, and a Closed Record Public Hearing with decision by Council. This is proposed to be revised to standard Type III permit procedures, with a Hearing Examiner Open Record Decision Hearing; local administrative appeal would be heard by Council. This is the same procedure for Conditional

Use Permits and Variances.

VOLUNTARY AMENDMENTS

The consolidated ordinance would contain several other additions and revisions to the LDC to address evolving land development concerns, and further reduce internal redundancy and create better code consistency.

Repeal Design Review as a Land Use Permit

Design review is currently required by Title 15 to be conducted as a land use project permit. These require procedural timelines to be met pursuant to Division II of the LDC and the Local Project Review Act, RCW 36.70B.

When meeting a certain size threshold or number of dwelling units, Design Review Permits are elevated from a Type I to a Type II Permit that additionally requires public notice and comment, despite the fact that the LDC does not authorize imposition of conditions such as with Conditional Use Permits or offer discretionary approval by the Director: if the project meets the standards, it is approved. Review is administrative by staff only, with no public hearing required or discretionary approval process for either Type I or II Design Reviews. (Exceptions are for Landmarks and Design Commission reviews when required.)

Procedurally, Design Review permits function as a land use "entitlement," similar to a Conditional Use Permit or Short Subdivision. In application, this effectively requires Planning approval of a project's site and building design prior to review or issuance of related construction permits (e.g., Building). Technical and unrelated project elements are not entitled with the land use Design permit (e.g., roof truss specifications, utility hookups), and so are not fully reviewed until later construction permits are submitted - typically after the Design Review permit has been approved. Because Design Review also does not authorize construction activities (licensed through a Building Permit), ultimately multiple sequences of review are commonly conducted: a Design Review permit to entitle LDC design features, and technical review of building and utility elements later with construction permits.

The upshot of this paradigm is that later review of technical non-LDC project elements may result in site or building changes to comply with various Building, Public Works, Energy Services, or Fire standards that are not fully reviewed with the LDC Design permit entitlement. These alterations to meet non-LDC development standards can ultimately necessitate substantial revisions of project elements previously entitled by Design Review (e.g., landscaping location, building details). What can potentially result is a series of Land Use entitlement permits or amendments. In any case, the effect is a net delay in issuance of project construction permits (Building, Public Works, etc.).

Because Design Review is administrative, Staff believe that Planning's review of project construction/development permits (e.g., commercial building permit review) can seamlessly incorporate Design Review of required LDC elements per Divisions IV and V, without the need or procedural complexity of a standalone, precedent land use permit. Importantly, it is anticipated this change could quicken Planning staff's review of any multifamily housing projects currently governed by these LDC Design permits, by consolidating review for Design standards with construction permits instead of in advance. It will also allow for consolidated

project design revisions by applicants, with all standards (LDC design, building, utilities, fire) completely conducted in the same permitting process.

Staff do propose maintaining a required Type II LDC project permit for any Design that requests Departures from standards as eligible in LDC Divisions IV or V. Departures allow applicants to propose alternative designs, so long as they satisfy Criteria that principally require meeting the adopted purpose of the standard(s) requested for departure. Staff believe these cases, where a deviation from adopted standards is requested for project, present a rational case for Type II permits' limited public notice (legal publication and buffer mail only), in that comments received could affect administrative considerations of these projects's Designs re. Departure approval criteria.

Note that repealing Design Review as LDC permit types will not eliminate the Landmarks and Design Commission's review of any project that requires a Certificate of Appropriateness for exterior changes to landmarks registered or historic district properties per ECC 15.280. These changes would also not repeal any other LDC permit types: if a project requires approval of a Conditional Use Permit or site-specific Rezone, such entitlement must still be processed prior to Community Development sign-off of construction permits or use licenses.

Limit Scope of Site Development Permits to Clearing and Grading Only

Site Development Permits are a Type I or II permit under the LDC. The purpose is *"to provide a mechanism to review activities that involve clearing and removal of vegetation, excavation, grading, and earthwork construction that may or may not be in preparation of site development."* In practice, the City has allowed these permits to function as land use entitlement for future project elements, well beyond the temporary "use" authorization of a property for site preparation only. Permits received commonly seek "prior approval" of detailed technical elements such as future landscaping dimensions and materials, minimum parking requirements and configurations, and site design/placement of future buildings and paved surfaces (driveways, parking); their scope has also expanded to seek project authorization for civil construction or building elements, such as utility engineering design and placement (water, sewer, electric, gas, stormwater), and hydrologic designs for floodplain developments' on-site compensatory storage. These are being reviewed despite the fact that future building permits may ultimately deviate substantially from the LDC permit's "entitlement."

A complicating factor is that as a Type I (or II) permit administered by Community Development under the LDC, Site Development Permits are subject to project approval timelines of the Local Project Review Act. Consider that, for example, a commercial building permit is not subject to the Local Project Review Act and LDC's adopted local permit timelines, and thus complex site-specific details or civil designs can be reviewed and revised without undue pressure for Community Development to meet a statutory procedural deadline for permit issuance. Front-loading site-specific future project elements into these permits results in a similar upshot as with LDC Design Review : a previously "entitled" design may need to be reconfigured with common site, civil or building alterations that occur prior to commencing actual construction. Also similarly, it potentially sequences reviews of an unpredictable variety of technical site details and future project elements, instead of consolidating them to appropriate construction permits (i.e., Building, utilities).

In brief, entitling or permitting vertical or underground improvements is not within the implied scope of Site Development Permits. As with Design Review, is also does not reflect an appropriate "use" authorized by project permits as regulated by the Local Project Review Act.

Community Development Staff propose revising and renaming the permit to a Clearing and Grading Permit. Amendments would clarify that the permit is specifically and narrowly limited to, effectively, a "temporary use" of land for surface clearing and grading activities only, and that the permit may not be used to review or entitle any other project elements or activities that would or will be reviewed by other permits from the City: utilities, site design (landscaping, parking), or building elements including floodplain compensatory storage.

Note: SEPA is a project permit required under the LDC for any activities that meet certain thresholds not specifically exempted by the RCW or WAC 197-11-800. The WAC exempts certain commercial and residential projects classified as "minor new construction," with locally adopted flexible exemption thresholds in ECC 15.270.110(B). WAC 197-11-800(1)(b)(v) specifically provides that "*any excavation, fill or grading necessary*" for a project that is exempt from SEPA as minor new construction, is itself exempt from SEPA review. In short: SEPA applicability will not change for site clearing activities based on this proposed amendment from what is currently required by statute, state administrative rule, and LDC regulations.

Repeal Commercial Neighborhood (C-N) Zone

The Commercial Neighborhood (C-N) is a designated Commercial zone per ECC 15.300.050. It is described as "*intended to provide small scale shopping areas to serve the residential neighborhoods in outlying areas of the city. These are intended to be pedestrian-oriented areas in convenient locations and designed compatible with the surrounding neighborhood.*"

Only two parcels are zoned C-N in the entire City: one undeveloped and recently entitled with intent to support event space and develop a future museum; and the other hosting the strip development including The Burg Coffee. C-N supports the same general suite of residential uses as the NC-MU zone. For commercial uses, it offers an inconsistent gradation between the permitted uses of the Mixed-Use classified Residential Office (R-O) and NC-MU zones. A sample from ECC Tables 15.310.040-2 and -3:

<u>USE</u>	<u>R-O</u>	<u>C-N</u>	<u>NC-MU</u>
<i>Auto fueling</i>		P	
<i>Fruit stands</i>	P		
<i>Nurseries and greenhouses</i>			P
<i>Restaurants</i>	p ¹¹	P	P
<i>Taverns and brewpubs</i>		P	P
<i>Cafes</i>	p ¹¹	P	P
<i>Retail <2,000 sf</i>	p ¹¹	P	P
<i>Retail, 2,000-20,000 sf</i>		P	P
<i>Retail, 20,000-60,000 sf</i>		p ³	P

<i>Marijuana retailer</i>		P ⁹	P ⁹
<i>Hotels/motels</i>			P
<i>Hospitals</i>	P		
<i>Offices, medical</i>	P	P	P
<i>Personal service establishments</i>	P	P	P
<i>Laundromats and dry cleaners</i>	P ¹¹	P	P
<i>Places of assembly</i>	P	P	C
<i>Radio stations</i>			P
<i>Veterinary clinic</i>	C	C	P
<i>Conference center</i>			C
<i>Offices, business (<2,000 sf)</i>	P	P	P
<i>Offices, business [all > 2,000 sf]</i>		P	P
<i>Indoor commercial recreation</i>	C		P
<i>Small-scale indoor commercial recreation</i>	P	P	P
<i>Arts, performing arts, and recording studios</i>	P	P	P
<i>Museums</i>	P	P	P

3. Grocery stores shall be the only retail uses permitted with more than 20,000 square feet of gross floor area.

9. All marijuana retail, production and processing facilities are subject to the requirements of chapter 15.370 ECC.

11. Use is only permitted on a lot abutting the intersection of multiple public street frontages, such as a corner lot.

Staff believe the regulated use distinctions between these zones is not rationally consistent, and in many cases offers little variation:

- C-N permits auto fueling, but NC-MU does not.
- NC-MU permits indoor commercial recreation (gyms), but C-N does not.
- Places of assembly (event spaces) are permitted in R-O and C-N “as of right,” but require a CUP in NC-MU.
- All three zones permit uses as diverse as Medical offices, Personal services (salons), Small-scale indoor commercial recreation (yoga studios), Small business offices, Performing arts studios, and Museums.
- C-N and NC-MU permit Restaurants, Cafes, Small-scale retail, and Laundromats “as of right,” with R-O permitting them provided they are located on corner frontages.

Staff believe the C-N zone largely provides an unnecessary grade of intensification of permitted uses between other existing mixed-use zones. Because only two parcels have this zoning, repealing this district and re-zoning the two parcels with a similar, appropriate designation will reduce unnecessary complexity from the LDC. This reinforces regulatory clarifications drafted to conform with RCW 36.70A.630.

As part of the area-wide rezone ordinance implementing the Comprehensive Plan for land use/housing, the two impacted parcels would be re-zoned to Neighborhood Center Mixed-Use. NC-MU “*provides for a compatible mix of neighborhood-scaled commercial and employment uses and medium density multifamily housing.*” None of the existing or proposed uses on the affected parcels would be made non-conforming by this change.

Note that NC-MU is concurrently newly proposed as an eligible implementing zone for the

Urban Neighborhood Future Land Use designation in the Comprehensive Plan Periodic Update. In order to ensure neighborhood compatibility, select revisions will be proposed for NC-MU in ECC 15.310.040's Land Use Tables, including by striking Taverns, Marijuana retailers, Hotels, Conference centers, Business offices >20,000 sf, and Light industry (definition includes warehousing, pharmaceutical manufacturing, and regional distribution) from NC-MU's permitted uses. This will ensure that if areas designated Urban Neighborhood are re-zoned to NC-MU, incompatible commercial uses will not be sited in mixed-residential neighborhoods.

Subdivision Street Design

The design of streetscapes is regulated for the development of new subdivisions based on functional classification of arterial, collector, or local access. Depending on classification, one of several implementing standards apply:

- For Arterials and Collectors, any new street proposed to extend from a single existing street must meet current adopted design standards re. right-of-way width and facilities (driving and parking lanes, planting strips, sidewalks) for the new street extension.
 - Where the subdivision would newly connect multiple existing streets (infill), an applicant may request a Departure for the new “infilled” street segment to match a pre-existing non-conforming streetscape profile: narrower width, different configuration of facilities, etc.
- For Local Access streets, Departures are available for both cases: to match a pre-existing non-conforming streetscape profile whether for extension of a single existing street, or “infilled” connection. However, the single street extension streetscape Departure is only eligible “*provided the development received preliminary plat approval prior to the effective date of Ordinance 4929*” (11/11/2023) – the same Ordinance that adopted this Departure eligibility. (Essentially, no Local Access streets in new developments are eligible for this single-street extension special exception.)

Unlike all other Departures, these require approval of the Public Works Director in addition to Community Development Director (standard). As a required “condition” of approval, “*the applicant shall be required to dedicate necessary rights-of-way to construct improvements and execute a deferral agreement.*” This latter provision appears inconsistent with the purpose of this Departure, which is to reduce the dedicated land area for public right-of-way width and constructed transportation facilities therein.

The implied expectation of the preceding is that at an undetermined future time, the City may choose to utilize the additional right-of-way for current streetscape design improvements beyond the specially permitted narrower non-conforming road profile to be developed at the time of subdivision, by later executing the deferral. In practice, this would likely involve tearing out existing curb, gutter, sidewalk and storm drain elements; widening paved surface, or retroactively installing a planting strip buffer; newly pouring curbs, gutters and sidewalks at the wider street profile; and, re-positioning or -installing storm drain features (including any LID swales). The practicality, necessity and likelihood of such changes, particularly for Local Access streets (with multiple design widths and facility configuration options), are questionable.

Note also that requiring unusable right-of-way as a condition of subdivision approval

precludes potential development on private parcel areas that would otherwise be available for revenue-generating land improvements. Requiring such reserved land for potential future roadways or transportation improvements effectively results in no net reduction to the total land area required to approve the subdivision, despite the Departure offering the opportunity to develop a reduced road width matching abutting existing street profiles. The exceptions as written are also questionable in application, with the narrowly tailored language for the specific single-street Departure eligibility both problematic and effectively moot for any non-vested subdivisions.

Staff are drafting revisions that will universalize the design requirements and Departure eligibilities for all functional classification street designs, regardless of development submission date. These would require single-street extensions to meet current standards, while allowing Departures for any infilled/connecting streets. They would also repeal layered Public Works Director approval as a requirement of the Departure process.

Financial Impact:

N/A

Budget Adjustment: No

Attachments:

None



MANAGER'S REPORT

DATE: August 17, 2026

To: Ellensburg City Council

FROM: Heidi Behrends Cerniwey, City Manager

1. City Gas Division Earns SOAR Gold Award

The City of Ellensburg Gas Division has earned Gold-level recognition through the American Public Gas Association's System Operational Achievement Recognition program—better known as SOAR. SOAR evaluates a utility's overall commitment to excellence in four areas: system integrity, system improvement, employee safety, and workforce development. Applications are reviewed by industry experts and scored according to rigorous program criteria. Unlike an award based on a single project or one year of performance, SOAR examines the policies, practices, investments, training, and organizational culture that support the long-term operation of a public natural gas system.

Gold is the program's highest recognition level, placing Ellensburg among a select group of public natural gas utilities recognized nationally for operational excellence. Ellensburg is one of only 16 systems on APGA's current Gold roster, with recognition extending through 2028.

2. City Accepting 2027 Grant Applications

The City of Ellensburg is accepting applications for Council-funded Grant Programs and Arts Commission Grants for work to be completed in 2027. Each program has a specific purpose, application, and set of requirements:

- **Community Grants** - \$25,907.68 available to support actions to address community needs
- **Park Partnership Grants** - \$25,907.68 available to support capital projects to improve City parks, trails, open space, and recreation facilities
- **Water Quality Grants** - \$10,000 to improve and protect local surface water quality
- **Historic Preservation Grants** - \$25,907.68 available for historic preservation efforts
- **Arts Commission Grants** - up to \$2,500 (groups) and \$1,000 (individuals) to expand local arts programs and performances

Information and application materials for each program are available on the City's website at: www.ellensburgwa.gov/grants. Applicants may not apply to multiple grant programs for the same project.

The application deadline for all five grant programs is 5 p.m. on Monday, August 31, 2026, for potential 2027 funding. All applications will need to be approved by the Ellensburg City Council.

3. AAEE Commission Grants for 2026 Funding

The Access, Advocacy, Equity, and Engagement (AAEE) Commission grant application period is open and will **close at 5 p.m. on August 31, 2026**. The purpose of this grant program is to support projects and activities that advance access, advocacy, equity, and engagement in Ellensburg by fostering meaningful community participation, improving equitable access to information and services, promoting multicultural understanding, and strengthening a sense of belonging for all residents and visitors. The AAEE Commission grant subcommittee will review applications and make a recommendation for funding at the September AAEE Commission meeting. All recommended grants will be forwarded to the Ellensburg City Council for review and approval. Awarded grant funds must be spent in the 2026 calendar year. Documentation is required for reimbursement from the City. A grant agreement must be signed before funds can be spent, which may require liability or other insurance be in place depending on the proposed use of the grant funds. *Please note that applicants may not apply to multiple City grant programs for the same project in 2026.*

4. ADU Homeowner Panel on August 18

The City is co-hosting an ADU Homeowner Panel from 6-7:30 p.m. on August 18 at Hal Holmes Community Center. Listen to brief presentations on recent Accessory Dwelling Unit (ADU) projects, learn from the homeowners and developers who constructed them, and ask your ADU questions.

5. Jr. Rodeo Parade on August 22

Join EPD in supporting Special Olympics and the athletes in our community during this fun fundraiser at Fred Meyer. Officers will be on top of the Fred Meyer building collecting donations, and they'll also be handing

6. Cop on Top Program on August 27

Join EPD in supporting Special Olympics and the athletes in our community during this fun fundraiser at Fred Meyer. Officers will be on top of the Fred Meyer building collecting donations, and they'll also be handing down backpacks filled with school supplies to children while supplies last.

7. Information Session for Stormwater Standards Update on September 30

City Stormwater staff will host an informational session for applicants, developers, engineers, and other interested stakeholders. The session is intended to provide an overview of the Stormwater Standards currently scheduled for adoption at the

September 9 Administrative Hearing and to help participants understand the updated stormwater review and permitting process.

The informational session will be held on Wednesday, September 30, from 6:00 to 7:30 p.m. at Hal Holmes Community Center. Staff from the Stormwater Utility will begin with a brief presentation outlining the standards and the various project classifications used for stormwater review. Following the presentation, attendees will have the opportunity to visit one or more of three informational stations, each focused on a specific project classification and the associated permitting requirements and review process.

8. International Overdose Awareness Day on August 31

Several City buildings will be lit in purple light beginning on August 24-31 in honor of International Overdose Awareness Day on August 31. A community awareness and commemoration event is scheduled for August 31 from 1:00-3:00 p.m. at Mountain View Park.

9. Preview of Tuesday, September 8 Council Agenda

Staff will present the Parking Report at the September 8 Study Session. The regular Council meeting on September 8 will include a Comprehensive Plan Review of the Capital Facilities & Utilities chapter, as well as Board of Director appointments for the Public Facilities District.