

CITY ADMINISTRATOR
ROBERT OMANS

CITY CLERK
DEBBIE LEE

FINANCE DIRECTOR
ROBIN NEWCOMB

PUBLIC WORKS DIRECTOR
MATHEW BAILEY

POLICE CHIEF
RICH ALBO

FIRE CHIEF
ED MILLS

PLANNER

City Council
Agenda
February 11, 2025
6:00 PM



119 W FIRST STREET
CLE ELUM, WA 98922

MAYOR
MATTHEW LUNDH

MAYOR PRO TEM
STEVEN HARPER

CITY COUNCIL
CASSIDY BUECHLE - CURTIS
BETH WILLIAMS
JERRED WEIS
KEN RATLIFF
STEVEN COOK
AUDREY MALEK

CITY ATTORNEY
ALEXANDRA KENYON

Join Virtually with Zoom: <https://zoom.us/j/7573184018?pwd=dERndjBJVC9GdVQ1d2ISRExwZFhXZz09>
Meeting ID: 757 318 4018 Passcode: 98922

Join by Phone: 1-(253)215-8782, Meeting ID: 757 318 4018, Passcode: 98922

TextMyGov

Receive city text alert notifications: text CLEELUM to 91896

DISCLAIMER: The City does not guarantee that virtual or telephonic access to the City Council meeting will be available and the City does not warrant audio quality. Attendees are encouraged to attend in-person.

1. Call to Order, Pledge of Allegiance, and Roll Call

- a. February 11, 2025, Sign in Sheet

2. Public Comment – Limited to 5 Minutes

- a. Recording Public Comment - Mayor Lundh

Letter from Sophie McVickar Public Comment Resolution 2025-005

3. Announcements, Appointments, Awards & Recognition

4. Approval of Meeting Agenda

5. Consent Agenda

Items listed have been distributed to Council Members in advance for study and will be enacted by one motion. If a separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on a regular Agenda at the request of a Council Member or at the request of a member of the public with concurrence of a Council Member:

- a. Special Meeting Minutes Dated January 28, 2025
- b. Payroll Vouchers Dated February 5, 2025 - \$317,855.95
- c. Accounts Payable February 11, 2025, \$613,858.73

6. Department Head Reports

City Administrator, Planning Department, Public Works, Police Chief, Fire Chief, Veolia

- a. City Administrator - Rob Omans
- b. Planning - Colleda Monick

City Council Agenda

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- c. Public Works - Mathew Bailey
 - d. Police Chief - Rich Albo
 - e. Fire Chief - Ed Mills
 - f. Veolia - William LaRue
 - g. January 2025 Budget to Actual Position - FYI
7. **Public Appearances – 15-Minute Limit**
8. **Business Requiring Public Hearings**
9. **Unfinished Business**
10. **New Business**
- a. Second Street Pathway - Safety Stabilization Project Acceptance - Mathew Bailey, Public Works Director
 - b. HLA Task Order No. 2025-01 - Fourth Street Right of Way Vacation Research & Ownership Review - Rob Omans, City Administrator
 - c. Rebuild the Transient Voltage Surge Suppressor - William LaRue, Veolia
 - d. Ordinance 1693 - Amendment to CEMC Title 13.08.370 Wastewater Rates, Charges & Fees - Mathew Bailey, Public Works Director
 - e. Kittitas County Sheriff's Office Search & Rescue Lease Extension - Rob Omans, City Administrator
 - f. Resolution 2025-007 - Adopting the 2025 Fee Schedule - Rob Omans, City Administrator
 - g. Kittitas Conservation District - Task Order 02 City Streets & Alleys - Ed Mills, Fire Chief
 - h. Kittitas County Conservation District - Task Order 03 City Wastewater Treatment Area - Ed Mills, Fire Chief
 - i. Resolution 2025-005 - Declaring the City of Cle Elum is not a Sanctuary City and Expressing Its Intent to Cooperate with Federal Law Enforcement - Steven Harper, Mayor Pro Tem
11. **Report of Committees**
- a. Public Works & Community Development Committee - Ken Ratliff, Chair
 - Turpen Leak Adjustment Request
 - Schiffner Leak Adjustment Request
12. **Councilmember Comments - Limited to 5 Minutes**
13. **Mayor's Report**
14. **Adjourn**

Upcoming Meetings:

Lodging Tax & Events Committee Meeting: February 12, 2025 @ 8:30 a.m.

~~Historical Preservation Commission Meeting: February 18, 2025 @ 3:00 p.m.~~ CANCELED

Planning Commission Meeting: February 18, 2025 @ 6:00 p.m.

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Public Safety & Health Committee Meeting: February 19, 2025 @ 12:00 p.m.

Regular Council Meeting: February 25, 2025 @ 6:00 p.m.

General Government Committee Meeting: February 26, 2025 @ 8:30 a.m.

Coal Mines Trail Commission Meeting: March 3, 2025 @ 6:00 p.m.

Public Works & Community Development Committee Meeting: March 5, 2025 @ 12:00 p.m.

City of Cle Elum Council Meeting

February 11, 2025, 6:00 p.m.

If you wish to address the Mayor and Council, please sign in below

Please sign in:

Name	Address	PLEASE PROVIDE EMAIL ADDRESS IF YOU WANT COUNCIL'S RECOMMENDATION MAILED TO YOU
✓ Briq Tate	311 Washly, Id	bftate2@yahoo.com
✓ MARE GRADOS CORREA	708 W 9th CE.	
✓ Clinton Knight	3500 Brockmill Rd Ellensburg	Connnet@wholehealth-hx.com
✓ Boone Knight	"	
✓ Henry Edwards	521 W 2nd CE	
✓ Patricia Garriss	618 Cleveland Ave. SCE	Pagarriss@outlook.com
✓ Non Kontnuk	239 Sagebrink	
✓ Darry Brunson	380 Candere Co. Id	mathisfun@msc.com
✓ Andy Cygem	1200 Marian Drive CE	acygem87857@gmail.com
✓ KATHY WYBORSKI	SAGEBROOK, CLE ELUM	
✓ Bryn Smi	3849 Junken Cle Elu	rayr.b.smi@gmail.com

City of Cle Elum Council Meeting

February 11, 2025, 6:00 p.m.

If you wish to address the Mayor and Council, please sign in below

Please sign in:

Name	Address	PLEASE PROVIDE EMAIL ADDRESS IF YOU WANT COUNCIL'S RECOMMENDATION MAILED TO YOU
✓ Don Newton	Box 193 Cle Elum	
✓ Mary Exner	202 E 3rd 115 Cle Elum	
✓ Lucy Temple	1003 Denney Ave Cle Elum	
✓ Christine Woodell	304 Broadway Cle Elum	
✓ Christina Paul	591 W Ballard Hill Rd, Cle Elum	

City of Cle Elum
119 West First Street
Cle Elum, WA 98922



Phone: (509) 674-2262
Fax: (509) 674-4097
www.cityofcleelum.com

The City of Cle Elum has announced the start of a 30-day public comment period for a proposed variance to allow a drive-through facility with associated vehicle stacking space to be located within a city-owned right-of-way for a proposed pharmacy at 200 E First Street. The comment period began on January 30, 2025, and closes on March 3, 2025.

Submitting Comments

The City welcomes and encourages public comments for this project. In accordance with CEMC 14.30.110, the City issued a Notice of Application (NOA) on January 30, 2025. The NOA included a "Request for Written Comments" with instructions on how to submit comments. Formal comments *must* be submitted in writing. Comments posted on social media or stated verbally during the public comment portion of the agenda at City Council meetings will not be considered formal public comments for inclusion in the record. This is important not only to ensure that the public comments are logged properly, but also to establish a record for notification of future actions; i.e. submitting a public comment through the appropriate method adds the commentor's address or email to the record so they will receive a copy of the final decision when rendered.

The City will only accept written comments as follows:

- 1. By Mail:**

Address to:

City of Cle Elum

Attention: Planning Department/Whole Health Pharmacy

119 West First Street

Cle Elum, WA 98922

- 2. By Email:**

Send to: planning@cleelum.gov

Please include "Whole Health Pharmacy" in the subject line and your mailing address if you wish to receive future notifications.

- 3. In Person:**

Deliver written comments to:

Cle Elum City Hall, 119 West First Street

Alternatively, place comments in the drop box located outside the Customer Entrance on Oakes Avenue.

Notes about the project: A pharmacy is an outright permitted use in the Old Town Commercial zoning district. However, the variance request to use the city's right-of-way for a drive-through facility with stacking spaces requires a Type 2 review process. This process includes a notice of application and an opportunity for the public to submit written comments. The review is an administrative action and does not involve a public hearing or a decision by the city council.

Debbie Lee

From: Sophie McVickar <sophiemcvickar@gmail.com>
Sent: Tuesday, February 11, 2025 12:41 PM
To: Debbie Lee
Cc: Beth Williams; Matthew Lundh
Subject: RE: Resolution 2025-005

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Dear Members of the Cle Elum City Council,

As a full-time resident of Cle Elum and active contributing member of this incredible community, I am writing to strongly oppose the proposed resolution to declare Cle Elum a non-sanctuary city (Resolution 2025-005).

This resolution is unnecessary, harmful, and a misallocation of city resources that could be better spent addressing real community needs such as housing, infrastructure, public safety, and ongoing bankruptcy challenges.

This resolution is a waste of resources we don't have to spare on a problem that doesn't exist in our community. According to Census data, undocumented residents make up less than 1% of our population. This resolution addresses a non-issue while tarnishing Cle Elum's reputation and undermining the inclusive community we have worked so hard to build. Let's also consider that undocumented, "illegal" immigrants have paid more in income taxes than large corporations, such as t-mobile and Tesla. These members, unduly targeted, provide more to our community financially. (Source: <https://itep.org/undocumented-immigrants-taxes-2024/>)

Our city's legacy is one of diversity, founded by immigrants and strengthened by Black, Indigenous, and other communities of color who have made lasting contributions. Taking this divisive action ignores that history and signals that Cle Elum is an unwelcoming and unsafe place for many.

The Kittitas County Sheriff's Office has already made it clear that immigration enforcement is not local jurisdiction. Moving forward with this resolution would not improve public safety, but it would send a message of exclusion—one that could harm our city's image and economy, which relies on tourism and a reputation for hospitality.

Rather than focusing on unnecessary and divisive measures, I urge you to prioritize policies that promote unity, inclusion, and tangible benefits for all residents. Let's continue to build a community that welcomes people from all walks of life and reflects our shared values of compassion and connection.

Thank you for your thoughtful consideration.

Sophie McVickar

CLE ELUM SPECIAL MEETING
MINUTES
JANUARY 28, 2025
5:00 PM
119 W FIRST STREET
CLE ELUM, WA 98922

1. Call to Order, Pledge of Allegiance, and Roll Call

Cassidy Buechle - Curtis - Councilmember present
Ken Ratliff - Councilmember present
Beth Williams - Councilmember present
Steven Harper - Councilmember present
Jerred Weis - Councilmember present
Steven Cook - Councilmember present
Audrey Malek - Councilmember present

Matthew Lundh - Mayor
Rob Omans - City Administrator
Debbie Lee - Clerk
Mike Heit - HLA
Mathew Bailey - Public Works Director
Rich Albo - Police Chief

a. [January 28, 2025 Sign In Sheet](#)

2. Executive Session

a. [Executive Session under the authority of RCW 42.30.110\(i\) 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 for the agency.](#)

The Council went into Executive Session at 5:03 p.m. for 20 minutes.

Mayor Lundh returned at 5:23 p.m. and stated they are extending the Executive Session another 10 minutes.

The Council returned at 5:34 p.m. with no decisions being made.

3. Public Comment - Limited To 5 Minutes

a. [Rosa Peterson Public Comment Submitted via Email](#)

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Laura Osiadacz the chair of the Board of the County Commissioners stated that the Council has a tough decision to make, and the Commissioners want to be good partners and will act as needed when appropriate.

Karl Ohelmann stated he likes the comments and appreciates the passion. He has a couple suggestions possibly having a Town Hall setting or possibly putting the bankruptcy issue on the ballot form. He also thinks that the Bullfrog Flats Public Hearing should be delayed due to all of the current issues are dominating people's time.

Brian Tate stated that he sees parallels with the Grant Street Alley vacate and City Heights. He says lack of communication from the City is causing him to still have issues.

Kathy Wyborski stated she expects that tonight's meeting will provide more insight in the City Heights settlement. She appreciates the City website. She believes future development agreements should include a climate change component as it may have impacts on future projects.

Carissa Grzetic felt as though last week the City was on a path to a resolution. She has done some research on municipal bankruptcy and would like to have a Town Hall to discuss bankruptcy.

Jamie Dewispelare stated he is the CFO of Trailside Group and works with corporate restructuring and strategic planning. He has studied the judgement and reviewed the city's budget. He doesn't understand how the City of Cle Elum does not see the potential increase in revenue that this project will bring.

Gary Meyers doesn't understand the urgency of this decision and the impact of their decision. He stated that City Heights is assertive and communicates and implores Mayor Lundh to do the same.

Jim Day is a bankruptcy lawyer in Seattle, and he represents City Heights. He believes that bankruptcy is the last option when everything else has been exhausted. It is expensive and non-essential expenses will be scrutinized.

Sean Northrup stated that there has been no substantial movement, and he see that there are conflicting resolutions on the agenda. He would like to mediate so the City could avoid bankruptcy and it is a horrible experience and should be avoided.

Mary Ann Adams stated she has a vested interest in the City and stated that change is inevitable. Mary Ann is the Chaplain for the Cle Elum Police Department. She asked to talk to God and asked for wellbeing of the people of the region and future and also asking for a resolution that will bring peace.

Patricia Garriss believes there is a place for mediation from an outside source. She stated both sides need to give and possibly Cle Elum a little more than City Heights.

Christine Hiembigner - Simpson has a fear of bankruptcy and what it will do to the city,

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water and sewer system, and employees.

4. Adjourn

- a. Adjourn, if necessary, or the meeting will automatically continue into the Regular Meeting at 6:00 p.m.

5. Call to Order, Pledge of Allegiance, and Roll Call

6. Announcements, Appointments, Awards & Recognition

Mayor Lundh reported the 2025 appointment of the Council Committees. See attached list. Mayor Lundh would like the committees to all agree on a day and time to meet monthly and coordinate that with the City Administrator.

Mayor Lundh would like to create a position for a Council Liaison representative for the Planning Commission who would then report back to the Council.

MOTION: Councilmember Harper made a motion to create the position of Council Liaison Representative to the Planning Commission; seconded by Councilmember Cook.

MOTION CARRIED: 7 yes 0 no.

MOTION: Councilmember Harper made a motion to ratify the entire 2025 City Council Committee and Regional Committee Lists; seconded by Councilmember Cook.

MOTION CARRIED: 7 yes 0 no.

7. Approval of Meeting Agenda

MOTION: Councilmember Harper made a motion to amend the agenda to include adding a 15-minute public appearance by Sean Northrup to present a financial proposal aimed at avoiding bankruptcy and allowing the City 60 days to arrange mediation, as the next order of business with allowance for a discussion period for questions to and from the Council and then to consider Resolutions 2025-005 and 2025-006 immediately thereafter as Item #8 all New Business would move to Item #9; seconded by Councilmember Weis.

POLL VOTE:

Councilmember Buechle- Curtis- no

Councilmember Ratliff - no

Councilmember Williams - no

Councilmember Harper - yes

Councilmember Weis - yes

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Councilmember Cook - no
Councilmember Malek - no
MOTION FAILED: 2 yes 5 no.

Councilmember Ratliff questioned if this was in regard to the email that was received at 4:51 p.m. today and now going to be a major talking point. He is opposed to this and feels it is not appropriate.

Councilmember Harper is looking for clarity. His idea is to have direct discussion.

Discussion was had about what would be discussed during this time and there was not proper preparation for the Council. Questions included would only Sean Northrup speak, etc. Some Council felt that there has been enough time.

Alexandra Kenyon City attorney stated this is highly unusual to do a back and forth while there is active litigation.

MOTION: Councilmember Harper made a motion to amend the agenda by moving New Business to Item #8; seconded by Councilmember Weis.
MOTION CARRIED: 7 yes 0 no.

- a. [Sean Northrup Email to Steven Harper - Follow up on our Discussion](#)

8. New Business

- a. [Resolution 2025-006 of the City Council of the City of Cle Elum, Washington, Approving the Filing of a Chapter 9 Bankruptcy Petition and Employing Stoel Rives LLP as Bankruptcy Counsel](#)

Discussion was had about considering all available options and the two resolutions that are on the agenda. The Council needs to make a clear statement. Both Resolution could be passed but do counter each other.

Council would like a poll vote and consider the Resolutions separately.

Councilmember Harper read aloud Resolution 2025-005 that he drafted regarding financial stability. Councilmember Harper would like someone that is in support of Resolution 2025-006 to recite the Resolution.

MOTION: Councilmember Harper made a motion to renumber his Resolution to 2025-005 and the bankruptcy Resolution to 2025-006; seconded by Councilmember Cook.
MOTION CARRIED: 7 yes 1 no. (Councilmember Ratliff)

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Discussion was had regarding the "Whereas #6" that there is a misunderstanding of the words "mediate", and "negotiations" and it should be stricken from the Resolution. Councilmember Ratliff and Councilmember Cook read thier statements aloud. Councilmember Harper maintains that it is premature to consider bankruptcy. The Resolution does not declare bankruptcy just that Mayor Lundh is allowed to file.

Councilmember Williams read aloud Resolution 2025-006.

MOTION: Councilmember Ratliff made a motion to approve Resolution 2025-006; seconded by Councilmember Williams.

MOTION CARRIED: 5 yes 2 no.

POLL VOTE:

Councilmember Buechle-Curtis - yes

Councilmember Ratliff - yes

Councilmember Williams - yes

Councilmember Harper - no

Councilmember Weis- no

Councilmember Cook - yes

Councilmember Malek - yes

[Ken Ratliff Statement City Heights](#)

[Steven Cook Statement City Heights](#)

- b. [Resolution 2025-005 Regarding the Financial Stability of the City of Cle Elum - Councilmember Harper](#)

Councilmember Harper would like to ask for consideration of his Resolution 2025-005. Councilmember Harper presented this Resolution as a stop gap and that bankruptcy is the last option.

MOTION: Councilmember Harper made a motion to approve Resolution 2025-005; seconded by Councilmember Weis.

MOTION FAILED: 2 yes 5 no.

POLL VOTE:

Councilmember Buechle-Curtis - no

Councilmember Ratliff - no

Councilmember Williams - no

Councilmember Harper - yes

Councilmember Weis - yes

Councilmember Cook - no

Councilmember Malek - no

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c. Stretto Services Agreement

Councilmember Harper is not in support of bankruptcy but to not stymie the majority of the Council he will vote to approve the signing of the agreement.

MOTION: Councilmember Cook made a motion to approve; seconded by Councilmember Malek.

MOTION CARRIED: 7 yes 0 no.

9. Consent Agenda

MOTION: Councilmember Harper made a motion to approve the consent agenda; seconded by Councilmember Williams.

MOTION CARRIED: 7 yes 0 no.

- a. Approve the City of Cle Elum Special Meeting Minutes Dated January 14, 2025
- b. Approve the City of Cle Elum Council Meeting Minutes Dated January 14, 2025
- c. Approve the Payables Dated December 30, 2024 \$254,169.76
- d. Approve the Payables Dated January 28, 2025 \$302,703.03
- e. Progress Estimate No. 10 First Street Improvements Downtown Revitalization Active Const. \$66,022.50

10. Department Head Reports

a. City Administrator - Rob Omans

Over the last four years the City has worked hard on the First Street Revitalization project and now the City has secured funding to re-pave First Street. Omans is so proud of Cle Elum, the employees and the Council for standing up for the Community and citizens at heart.

See attached report.

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b. [Public Works Director - Matthew Bailey](#)

The City will now have a meter base read station which will make it easier to read meters and track usage.

See attached report.

c. [Police Chief - Rich Albo](#)

Chief Albo would like to thank Council and the Public for their support over the last year the Department has done some great things flock cameras, new patrol cars, etc.

11. **Public Appearances – 15-Minute Limit**

a. [Cle Elum Downtown Association - Jordan Peterson](#)

Tessa, Kaylee and Jordan all spoke.

See attached reports.

12. **Business Requiring Public Hearings**

a. [Public Hearing to Amend the Six-Year Transportation Improve Program - Mike Heit - HLA](#)

Mike Heit from HLA stated that the City was able to secure some STBG funding for a project. In order to initiate the grant funds the City will need to amend its 6-year STIP.

The Public Hearing was opened at 7:37 p.m. and closed at 7:38 p.m. with no public comment.

Discussion was had about the recent Federal freeze that the president imposed today. It is unknown on how this will affect the Federal funding.

MOTION: Councilmember Ratliff made a motion to approve the amended 6-year STIP; seconded by Councilmember Williams.

MOTION CARRIED: 7 yes 0 no.

[Phil Hess Public Comment Submitted via Email](#)

13. **Unfinished Business**

Mayor Lundh reported that there is a new Chair for COG Brian Elliott the County Auditor. COG

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helps dedicate the -09 funds; COG will look at big projects but possibly have a separate pot that will work through smaller projects. COG did approve funding for the Chamber of Commerce to bring on a consultant group that will help the economic task force.

14. Report of Committees

15. Councilmember Comments - Limited to 5 Minutes

Councilmember Buechle-Curtis stated it is important to remember at the end of the day the amount of passion and heart people put into their community, and that Cle Elum is resilient.

Councilmember Malek sees all sides of the City Heights issue and that she believes it's important to pass on love and the legacy of Cle Elum.

16. Mayor's Report

Mayor Lundh thanked the Council for the hard decision that they had to make tonight. Mayor Lundh recited the Man in the Arena speech.

17. Adjournment by Motion

The meeting was adjourned at 7:52 p.m.

Matthew Lundh, Mayor

Debbie Lee, Clerk

Payroll

CHECK REGISTER

City Of Cle Elum

Time: 14:21:08 Date: 02/03/2025

01/04/2025 To: 02/05/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
176	01/17/2025	Payroll	1	EFT	Jane Agar	1,200.00	
177	01/17/2025	Payroll	1	EFT	Virgil D Amick	1,500.00	
178	01/17/2025	Payroll	1	EFT	Matthew R Anderson	2,000.00	
179	01/17/2025	Payroll	1	EFT	Aaron G Barr	1,600.00	
180	01/17/2025	Payroll	1	EFT	John M Butorac	1,900.00	
181	01/17/2025	Payroll	1	EFT	Audrey M Casassa	1,300.00	
182	01/17/2025	Payroll	1	EFT	Brian DeFrang	500.00	
183	01/17/2025	Payroll	1	EFT	Bradley D Helgeson	2,000.00	
184	01/17/2025	Payroll	1	EFT	Kathryn A Heller	750.00	
185	01/17/2025	Payroll	1	EFT	Debbie Lee	1,100.00	
186	01/17/2025	Payroll	1	EFT	David Lindseth	800.00	
187	01/17/2025	Payroll	1	EFT	Edwin L Mills	2,500.00	
188	01/17/2025	Payroll	1	EFT	Cheryl J Montgomery	2,000.00	
189	01/17/2025	Payroll	1	EFT	Robin L Newcomb	3,500.00	
190	01/17/2025	Payroll	1	EFT	Robert F Omans	2,000.00	
191	01/17/2025	Payroll	1	EFT	Whitney Prosek	800.00	
192	01/17/2025	Payroll	1	EFT	Jennifer E Rogers	2,000.00	
193	01/17/2025	Payroll	1	EFT	Anthony A Venera	2,000.00	
194	01/17/2025	Payroll	1	EFT	Levi A Waddell	1,800.00	
195	01/17/2025	Payroll	1	EFT	Umpqua Bank	20,000.00	1st Qtr DRAWS -- 941 Taxes
443	02/05/2025	Payroll	1	EFT	Jane Agar	2,280.30	
444	02/05/2025	Payroll	1	EFT	Richard D Albo	8,382.95	
445	02/05/2025	Payroll	1	EFT	Virgil D Amick	2,976.92	
446	02/05/2025	Payroll	1	EFT	Matthew R Anderson	4,903.65	
447	02/05/2025	Payroll	1	EFT	Mathew D Bailey	5,287.96	
448	02/05/2025	Payroll	1	EFT	Aaron G Barr	4,098.82	
449	02/05/2025	Payroll	1	EFT	Cassidy J Buechle-Curtis	227.24	
450	02/05/2025	Payroll	1	EFT	John M Butorac	2,657.77	
451	02/05/2025	Payroll	1	EFT	Audrey M Casassa	2,496.66	
452	02/05/2025	Payroll	1	EFT	Steven Cook	227.24	
453	02/05/2025	Payroll	1	EFT	Brian DeFrang	5,691.53	
455	02/05/2025	Payroll	1	EFT	Carl J Heimbigner	125.71	
456	02/05/2025	Payroll	1	EFT	Bradley D Helgeson	5,678.32	
457	02/05/2025	Payroll	1	EFT	Kathryn A Heller	2,920.28	
458	02/05/2025	Payroll	1	EFT	Evan Heyer	3,508.98	
459	02/05/2025	Payroll	1	EFT	Alec Johnson	4,917.11	
460	02/05/2025	Payroll	1	EFT	Craig D Juris	4,149.75	
461	02/05/2025	Payroll	1	EFT	Jessica T Korich	3,631.96	
462	02/05/2025	Payroll	1	EFT	Beau M Kretschman	3,508.27	
463	02/05/2025	Payroll	1	EFT	Debbie Lee	4,664.80	
464	02/05/2025	Payroll	1	EFT	David Lindseth	4,072.31	
465	02/05/2025	Payroll	1	EFT	Matthew Lundh	2,631.12	
466	02/05/2025	Payroll	1	EFT	Mario M Magnotti	5,904.30	
467	02/05/2025	Payroll	1	EFT	Audrey Malek	227.24	
468	02/05/2025	Payroll	1	EFT	Edwin L Mills	3,991.72	
469	02/05/2025	Payroll	1	EFT	Cheryl J Montgomery	2,629.09	
470	02/05/2025	Payroll	1	EFT	Robin L Newcomb	3,587.74	
471	02/05/2025	Payroll	1	EFT	Robert F Omans	4,726.02	
472	02/05/2025	Payroll	1	EFT	Amy E Pridemore	1,499.61	
473	02/05/2025	Payroll	1	EFT	Whitney Prosek	2,632.31	
474	02/05/2025	Payroll	1	EFT	Kenneth C Ratliff	227.24	
475	02/05/2025	Payroll	1	EFT	Jennifer E Rogers	3,296.81	
476	02/05/2025	Payroll	1	EFT	Kelsey Seiser	4,510.17	
477	02/05/2025	Payroll	1	EFT	Chase M Stanley	1,087.03	

Robert D. Smith

2-3-25

CHECK REGISTER

City Of Cle Elum

Time: 14:21:08 Date: 02/03/2025

01/04/2025 To: 02/05/2025

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
478	02/05/2025	Payroll	1	EFT	Kaylee M Thompson	124.78	
479	02/05/2025	Payroll	1	EFT	Cornelia J Van Dongen	1,380.51	
480	02/05/2025	Payroll	1	EFT	Anthony A Venera	5,114.04	
481	02/05/2025	Payroll	1	EFT	Levi A Waddell	2,968.20	
482	02/05/2025	Payroll	1	EFT	Jerred Weis	227.24	
483	02/05/2025	Payroll	1	EFT	Brian Welch	3,949.07	
484	02/05/2025	Payroll	1	EFT	Elizabeth M Williams	227.24	
490	02/05/2025	Payroll	1	EFT	AWC Health Insurance	14,633.12	Pay Cycle(s) 02/05/2025 To 02/05/2025 - Asuris 250 Med/Den/Vis
491	02/05/2025	Payroll	1	EFT	Colonial Life	604.26	Pay Cycle(s) 02/05/2025 To 02/05/2025 - Colonial Insurance Pre; Pay Cycle(s) 02/05/2025 To 02/05/2025 - Colonial Insurance
492	02/05/2025	Payroll	1	EFT	HRA VEBA Trust Contributions	7,887.00	Pay Cycle(s) 02/05/2025 To 02/05/2025 - Veba
493	02/05/2025	Payroll	1	EFT	Northwest Admin Transfer Acct	6,971.50	Pay Cycle(s) 02/05/2025 To 02/05/2025 - NW Admin RWT/Dental
494	02/05/2025	Payroll	1	EFT	Teamsters Local #760	1,665.00	Pay Cycle(s) 02/05/2025 To 02/05/2025 - Teamsters Dues
495	02/05/2025	Payroll	1	EFT	UEBT	25,523.00	Pay Cycle(s) 02/05/2025 To 02/05/2025 - UEBT Medical Vision
496	02/05/2025	Payroll	1	EFT	Umpqua Bank	37,504.64	941 Deposit for Pay Cycle(s) 02/05/2025 - 02/05/2025
497	02/05/2025	Payroll	1	EFT	WA State Dept of Retirement Sys.	4,371.67	Pay Cycle(s) 02/05/2025 To 02/05/2025 - Deferred Comp
498	02/05/2025	Payroll	1	EFT	WA State Dept of Retirement Sys.	31,832.67	Pay Cycle(s) 02/05/2025 To 02/05/2025 - PERS2; Pay Cycle(s) 02/05/2025 To 02/05/2025 - LEOFF2; Pay Cycle(s) 02/05/2025 To 02/05/2025 - PERS 3
499	02/05/2025	Payroll	1	EFT	Washington State Support Registry	1,327.92	Pay Cycle(s) 02/05/2025 To 02/05/2025 - Child Support
454	02/05/2025	Payroll	1	47310	Steven M Harper	217.24	
485	02/05/2025	Payroll	1	47311	Bill Rolcik Memorial Fund	130.00	Pay Cycle(s) 02/05/2025 To 02/05/2025 - Bill Rock Mem Fund
486	02/05/2025	Payroll	1	47312	WCTPTF	6,587.92	Pay Cycle(s) 02/05/2025 To 02/05/2025 - Teamsters Pension Trust
511 Legislative						1,883.91	
512 Judicial						5,849.07	
513 Executive						11,723.35	
514 Financial, Recording & Elections						18,567.46	
521 Police Department						120,643.70	
522 Fire Department						16,193.57	
536 Cemetery						1,909.44	
558 Planning & Community Devel						5,269.61	
572 Libraries						11,814.63	
576 Park Facilities						7,458.45	
580 Non Expenditures						-4,053.79	
001 Current Expense/General Fund						197,259.40	
542 Streets - Maintenance						22,504.56	
101 Street Fund						22,504.56	
521 Police Department						18,595.82	

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City Of Cle Elum

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			554		Environmental Services	3,874.30	
			104		Police 3/10's Sales Tax Fund	22,470.12	
			542		Streets - Maintenance	75.82	
			110		Coal Mine Trail Fund	75.82	
			534		Water Utilities	39,114.84	
			401		Water Fund	39,114.84	
			537		Garbage & Solid Waste	4,292.10	
			402		Garbage Fund	4,292.10	
			535		Sewer	32,139.11	
			409		Sewer Fund	32,139.11	
						317,855.95	Payroll: 317,855.95

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, and that I am authorized to authenticate and certify to said claim(s). Approved by the Auditing Committee:

Jerred Weis Date _____

Steven Harper Date _____

~~Beth Williams~~
Audrey Mader Date _____

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City Of Cle Elum

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
314	01/29/2025	Claims	1	EFT	Puget Sound Energy	321.40	Dec 2024 -- 1009 E Third St - natural gas
315	01/29/2025	Claims	1	EFT	Puget Sound Energy	11,888.16	Dec 2024 Gas and Electric-- city hall, library, police, fire, parks, Kuney, street lights, shop, restrooms, old water plant, chlorinator, cemetery, city hall rental
317	01/29/2025	Claims	1	EFT	Verizon Wireless	586.82	Police Dept cellular bills
326	01/29/2025	Claims	1	EFT	WA State Dept of Health	926.25	Review of the 3rd/final water system plan
343	01/29/2025	Claims	1	EFT	Cintas Corporation	282.01	Public works mats/towels/uniforms/cleaning 1/21
393	02/01/2025	Claims	1	EFT	Century Link	1,709.81	Police Dept telephone 674-2991; Fire Dept telephone 674-1751; Fire Dept telephone 674-5785; Water Dept telephone 674-3963; Public works telephone 674-5126; City hall telephones 674-2262; Library telep
394	01/31/2025	Claims	1	EFT	Chase Paymentech	187.97	December merchant fees
395	01/31/2025	Claims	1	EFT	Chase Paymentech	859.64	December merchant fees/utility
396	02/01/2025	Claims	1	EFT	Puget Sound Energy	826.00	407 E First St PERGOLA-- Job Order construction First St phase 3 DOT/TIB/COG Grants
397	02/01/2025	Claims	1	EFT	Puget Sound Energy	826.00	425 E 1ST ST-- Job Order construction First St phase 3 DOT/TIB/COG Grants
398	02/01/2025	Claims	1	EFT	Puget Sound Energy	826.00	401 E 1ST ST-- Job Order construction First St phase 3 DOT/TIB/COG Grants
399	02/01/2025	Claims	1	EFT	Puget Sound Energy	826.00	418 E 1ST ST-- Job Order construction First St phase 3 DOT/TIB/COG Grants
400	02/01/2025	Claims	1	EFT	U.S. Cellular	99.28	Water plant M2M 250 MB
401	02/01/2025	Claims	1	EFT	U.S. Cellular	445.93	City cellular bills
402	02/01/2025	Claims	1	EFT	United Health Care Insurance Company	525.75	Krahenbuhl retired chief Medicare Supplement
409	02/01/2025	Claims	1	EFT	T-Mobile	93.45	City Backup Internet
416	01/31/2025	Claims	1	EFT	Umpqua Bank	15,205.92	January Visa Charges Public Works \$9,370.36 City Admin \$3,379.46 Fire \$447.29 Police \$1,981.59 Library \$27.22
417	01/31/2025	Claims	1	EFT	WA State Dept of Health	2,101.30	2025 Operating Permit/Water and Operator Certification System Fee
420	01/31/2025	Claims	1	EFT	Cintas Corporation	383.03	Public works mats/towels/uniforms/cleaning/jacket exchange 1/27
421	02/01/2025	Claims	1	EFT	Suburban Propane 1735	1,529.68	Propane for shop
430	01/31/2025	Claims	1	EFT	Puget Sound Energy	-151.99	Move Acct. #220037110669 from January's batch to February
431	02/01/2025	Claims	1	EFT	Puget Sound Energy	151.99	Move Acct. #220037110669 from January's batch to February
432	01/31/2025	Claims	1	EFT	American Express	45.48	January merchant fees
433	02/01/2025	Claims	1	EFT	Gigabeam Internet	57.00	2/15 to 3/14 Fire Dept Internet
434	02/01/2025	Claims	1	EFT	Methodworks	671.46	January IT monitoring and Water/Sewer plant data storage

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City Of Cle Elum

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
435	02/01/2025	Claims	1	EFT	Wholesail Networks	1,260.00	City Internet
438	01/31/2025	Claims	1	EFT	WA State Dept of Licensing	36.00	Gun Permits 1098 and 1099
441	01/31/2025	Claims	1	EFT	WA State Dept of Licensing	36.00	Gun Permits 1102 and 1103
487	02/03/2025	Claims	1	EFT	Inland Networks	25.00	Library alarm monitoring
506	02/03/2025	Claims	1	EFT	Iron Mountain	100.04	Police Dept shredding
511	02/04/2025	Claims	1	EFT	Inland Networks	25.00	Police Dept alarm monitoring
512	02/04/2025	Claims	1	EFT	Xpress Bill Pay	680.59	January merchant fees
515	02/04/2025	Claims	1	EFT	Puget Sound Energy	1,401.23	407 E FIRST ST -- Job Order construction First St phase 3 DOT/TIB/COG Grants - House service replacement
527	02/05/2025	Claims	1	EFT	Kenyon Disend, PLLC		Move November invoices to correct funds as they were deducted from the retainer of \$125,000 in 2024
528	02/05/2025	Claims	1	EFT	Kenyon Disend, PLLC		Move January 2025 invoices to correct funds as they were deducted from the retainer of \$125,000 in 2024
531	02/05/2025	Claims	1	EFT	WA State Dept of Licensing	18.00	Gun permit 1105
538	02/06/2025	Claims	1	EFT	WA State Dept of Licensing	18.00	Gun Permit 1104
546	02/10/2025	Claims	1	EFT	City of Cle Elum	3,744.80	January 2025 w/s use - Police, Fire, City Hall, Water plant, Public works, library, bathrooms, rentals
547	02/07/2025	Claims	1	EFT	Cintas Corporation	282.01	Public works mats, towels, uniforms, cleaning 2/4
551	02/07/2025	Claims	1	EFT	Reserve Account Pitney Bowes Bank Inc.	2,000.00	Postage for utility billing, payables
564	02/10/2025	Claims	1	EFT	Umpqua Bank	657.48	Remainder of January Visa Charges
565	02/10/2025	Claims	1	EFT	CNH Capital - Productivity Plus Account	5,020.58	Public Works Loader Brake Repair; Public Works Case Cartridge
566	02/10/2025	Claims	1	EFT	Suburban Propane 1735	1,028.29	Shop propane 208.5 gallons on 2/4
567	02/11/2025	Claims	1	47315	ARRF Animal Rescue	3,000.00	Shelter Services for 2025
568	02/11/2025	Claims	1	47316	Abadan	34.02	Police Dept copier usage 12/2/24 to 1/1/25
569	02/11/2025	Claims	1	47317	Jane Agar	270.00	January library cleaning services
570	02/11/2025	Claims	1	47318	Alsc Architects	112,926.76	UKC Rec Center December architect fees; UKC Rec Center January architect services -- FINAL PMT from Fund #002 -- city portion \$40,699.26 and UKC Rec Center Non Profit portion \$21,482.74
571	02/11/2025	Claims	1	47319	BNSF Railway Company	33,064.78	Lease 2/1 to 1/31/26\Contract #BF44400 RR Lease
572	02/11/2025	Claims	1	47320	Brown and Jackson Septic	245.00	Port A Potty Coal Mine Trail; Port A Potty City Hall Remodel
573	02/11/2025	Claims	1	47321	Camah	25.00	2025 dues -- Cascade Assoc. of Museum and Arts
574	02/11/2025	Claims	1	47322	Canon Financial Services, Inc.	623.61	City Hall copier lease 2/1 to 2/28; Library and Public Works copier lease 2/1 to 2/28
575	02/11/2025	Claims	1	47323	City of Cle Elum	73,609.61	Per 2/11/25 resolution -- UKC Rec Center Fund #002 gets 36% of Fund 106 Lodging Tax Revenue Annually -- use 337.00.00.003

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City Of Cle Elum

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
576	02/11/2025	Claims	1	47324	Cle Elum Farm and Home	602.07	Fire Dept Acct 24 -- office supplies, surge protector, drum liner; City Acct 22 -- Shop tools - shvl, water- paint scrp putty, Batteries. City Hall - Heaters, windows, weldtec ship auger
577	02/11/2025	Claims	1	47325	Cle Elum Hardware	184.81	City shop/public works Acct 90 - Shop tools and supplies, engraver, First St water main -saw bld tact cut, Sewer jet set
578	02/11/2025	Claims	1	47326	Consilio LLC	10,085.31	City Heights arbitration January services
579	02/11/2025	Claims	1	47327	Consolidated Supply Co.	2,590.28	Water meter supplies/clamps 2x6 x 4; Water meter supplies/clamps 3/4" x 18; Water meter supplies reducer x 1; Public works meter supplies -- gland packs x 2
580	02/11/2025	Claims	1	47328	Copiers Northwest Inc.	397.97	City Hall copier usage; City hall copier usage for IRC3525i Canon base rate 12/19 to 1/18 and usage for 11/19 to 12/18; City Hall copier usage 1/1 to 1/31 IPRC165; Library and Public Works copier usage
581	02/11/2025	Claims	1	47329	Criminal Justice Training Commission	1,150.00	Police Dept./Johnson -- training Handgun Level One
582	02/11/2025	Claims	1	47330	FCI Custom Police Vehicles	17,559.65	Fire Dept Equipment for 2024 F250; Fire Dept Equipment for 2024 F250--Argus spotlight and flood and installed
583	02/11/2025	Claims	1	47331	General Code	63.36	Municipal Code Update ord 1692
584	02/11/2025	Claims	1	47332	Grainger	62.38	Public works shop supplies
585	02/11/2025	Claims	1	47333	H.D. Fowler	16,539.30	Water/Sewer AMI meter portal; Water/Sewer AMI Meter System on site implementation
586	02/11/2025	Claims	1	47334	Heritage Law	800.00	January defense attorney fees C00013080 and C00013026
587	02/11/2025	Claims	1	47335	Huntington National Bank	3,663.05	Police Dept In Car Camera Lease x 4; Police Dept In Car Camera Lease x 11
588	02/11/2025	Claims	1	47336	Ironclad Company	1,791.22	Public works grader repair blades
589	02/11/2025	Claims	1	47337	James Oil/Pacific Pride	2,103.61	Police Dept Fuel 1/16 to 1/31; Public works fuel 1/16 to 1/31
590	02/11/2025	Claims	1	47338	Jerrold's	180.54	2 cases paper 2 reams pre perforated paper for invoices; Envelope moisteners trash bags
591	02/11/2025	Claims	1	47339	Kittitas County Auditor	3,507.98	2024 Voter Registration Maintenance Fees
592	02/11/2025	Claims	1	47340	Kittitas County EMS & Trauma Care Council	4,448.50	EMS Interlocal Agreement Qtr 1; Fire Dept training/Vandergriend and Hausken
593	02/11/2025	Claims	1	47341	Kittitas County Solid Waste	367.00	Garbage to transfer station 2/7; Garbage to transfer station 2/7; Garbage to transfer station 2/7; Garbage to transfer station 2/7; Garbage to transfer station 2/7; Garbage to transfer station 2/7; Ga
594	02/11/2025	Claims	1	47342	Law Office of Mark W. Garka, PLLC	4,000.00	January prosecution services

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
595	02/11/2025	Claims	1	47343	Local Government Management Solutions	5,000.00	Retainer for City Heights Arbitration financial data review
596	02/11/2025	Claims	1	47344	Matthew Lundh	291.87	Mayor's Exchange Olympia 1/23/25 hotel and mileage
597	02/11/2025	Claims	1	47345	Mario M Magnotti	441.99	Police Dept Magnotti Reimb. Uniforms
598	02/11/2025	Claims	1	47346	Marson & Marson	242.61	Public Works 14" Diamond Segmented cutting blade; Public works water supplies, tape, screws, plastic pail; Public Works Shop - range outlets, N95 respirator, Returns: 12" diamond segmented blade, non
599	02/11/2025	Claims	1	47347	Mountain Auto Parts	5,365.14	City/Public Works Acct 2385- Chevy Tahoe, Snow Chain, Shop tools- Impact wrench, lubrication unit 120lb crimson 2 GRS, 09 Case Snow, #37 Starter, core deposit; Police Acct 2387 -- Dodge Durango filte
600	02/11/2025	Claims	1	47348	NC Machinery Company	310.55	Public works tube for loader
601	02/11/2025	Claims	1	47349	Northern Kittitas County Tribune	392.40	Variance application Whole Health Pharmacy; In Momoriam 2024 1/23/2025
602	02/11/2025	Claims	1	47350	One Call Concepts, Inc	9.36	Call before digging x 8/January
603	02/11/2025	Claims	1	47351	Owen Equipment	1,711.19	Water/Sewer Vac truck repair
604	02/11/2025	Claims	1	47352	PNW-Web Designers	545.50	Police Dept Web/Social Media; Police Dept Web/Social Media--January 2025
605	02/11/2025	Claims	1	47353	Polar Heating & Air Conditioning LLC	446.20	Public Works shop heaters serviced
606	02/11/2025	Claims	1	47354	Pro Rentals & Sales Inc.	307.91	Compressor rental for water main break on 1st St. 1/24
607	02/11/2025	Claims	1	47355	RWC	130.83	Public works sensor for plow truck
608	02/11/2025	Claims	1	47356	Storey Service Station	262.42	Fire Dept January Fuel
609	02/11/2025	Claims	1	47357	Uline	301.91	Public works industrial respirator x 4; Public works gas can for cemetery; Public works gas can for cemetery return as defective
610	02/11/2025	Claims	1	47358	Upper Kittitas Co. Senior Center	10,000.00	2025 Agreement
611	02/11/2025	Claims	1	47359	Van Ness Feldman LLP	90,313.00	Wildwood Ranch attorney fees/December; Blue Fern attorney fees/December
612	02/11/2025	Claims	1	47360	Veolia Water North America	140,187.02	Water Treatment Plant January 2025; Wastewater treatment plant January 2025; Water treatment plant February 2025; Waste Water Treatment Plant February 2025
613	02/11/2025	Claims	1	47361	WA State Dept of Trans.	2,274.74	DOT Signal Maintenance 1st and CE Way; DOT Sand
614	02/11/2025	Claims	1	47362	WA State Dept of Transportation	3,196.05	Police Dept January fuel
615	02/11/2025	Claims	1	47363	WA State Patrol	12.00	Police Dept background checks
561	02/10/2025	Claims	1	47364	WA State Treasurer	620.87	Feb State Court Remittance for Jan Revenues
429	01/31/2025	Claims	9	EFT	U.S. Bank	42.00	January safekeeping fees
511 Legislative						63.36	
513 Executive						372.57	

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			514		Financial, Recording & Elections	3,582.98	
			515		Legal Services	22,755.08	
			518		Centralized Services	54,741.08	
			521		Police Department	13,496.19	
			522		Fire Department	26,833.56	
			536		Cemetery	339.54	
			558		Planning & Community Devel	50.00	
			559		Housing & Community Develop	92.40	
			572		Libraries	1,243.79	
			576		Park Facilities	1,452.72	
		001	Current Expense/General Fund			125,023.27	
			518		Centralized Services	112,926.76	
		002	UKC Recreation Center			112,926.76	
			515		Legal Services	-13,041.27	
			518		Centralized Services	5,000.00	
		004	City Heights WCIA Settlement Agreement 2023			-8,041.27	
			542		Streets - Maintenance	16,253.56	
			543		Streets Admin & Overhead	4,517.51	
			591		Debt Service - Principal Repayment	160.93	
			595		Capital Expenditures- Streets	4,100.02	
		101	Street Fund			25,032.02	
			595		Capital Expenditures- Streets	605.21	
		102	TIB Complete Streets Grant			605.21	
			521		Police Department	894.68	
			554		Environmental Services	3,000.00	
		104	Police 3/10's Sales Tax Fund			3,894.68	
			594		Capital Expenditures	73,609.61	
		106	Tourist/Lodging Tax Fund			73,609.61	
			542		Streets - Maintenance	105.00	
		110	Coal Mine Trail Fund			105.00	
			515		Legal Services	66.00	
		127	City Heights CRA 2020-01 Devel. Fund			66.00	
			515		Legal Services	94,666.00	
		131	Blue Fern Development 2024-01			94,666.00	
			515		Legal Services	752.50	
		132	Wildwood Ranch Devel. #2024-002			752.50	
			534		Water Utilities	16,251.92	
		401	Water Fund			16,251.92	
			537		Garbage & Solid Waste	69.99	
		402	Garbage Fund			69.99	
			534		Water Utilities	69,629.24	
		404	Water Regional Fund			69,629.24	
			534		Water Utilities	1,850.29	

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			594 Capital Expenditures			8,931.22	
		406 Water Capital Reserve Fund				10,781.51	
		535 Sewer				7,993.15	
		594 Capital Expenditures				7,608.08	
		409 Sewer Fund				15,601.23	
		535 Sewer				72,032.51	
		410 Sewer Regional Fund				72,032.51	
		580 Non Expenditures				111.68	
		630 Pangrazi Memorial Fund				111.68	
		580 Non Expenditures				740.87	
		699 State Agency Fund 380/580				740.87	
						613,858.73	Claims: 613,858.73

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, and that I am authorized to authenticate and certify to said claim(s). Approved by the Auditing Committee:

Jerred Weis Date _____

Steven Harper Date _____

Beth Williams Date _____

City Administrator

Staff Report

(February 11, 2025)

COUNCIL COMMITTEES:

- I want to thank all council members in working with me to setup all of the recurring committee meetings. All the meetings are now on Wednesdays either 8:30am or Noon. So, thanks again.

STAFFORD HILL-TOP LANDOWNERS MEETING:

- We had a meeting just before this one and heard some concerns and tried to work through them. All in all, it was a successful meeting.

COMMITTEE OF A WHOLE:

- Due to the Stafford meeting, we didn't hold our Committee of the Whole session. As you may remember, we have these meetings quarterly to review the budget's performance. We were originally scheduled for the end of January, but it has now been rescheduled to February 25th, right before our regular council meeting.

FINANCE DEPARTMENT

- In your packet, you'll find the Budget Position totals for January. It's important to note that expenses exceed revenue by nearly \$400k. This is typical for January, mainly due to our annual insurance premium, which is paid in full during this month.

UTILITY DEPARTMENT

- I'd like to give another reminder about Curbside Recycling. Currently, we have about 17 people signed up and are aiming for at least 50. Please visit our website and sign up – it's right on the front page.
- Spring Clean-up is in April so watch your flyer to show up in the mail next month.

CITY OF CLE ELUM
Planning Department

AGENDA
STAFF REPORT

AGENDA DATE: February 11, 2025

ACTION REQUESTED: None, Current Planning Update: January 9, 2025 – February 5, 2025

BACKGROUND:

Current Planning Permits:

1. **Sign Permit:**
 - a. S-2025-001: 110 S Oakes (in review)
2. **Variance:**
 - a. VAR-2025-001: Whole Health Pharmacy (out for comment, comments due on 3/3/25)
 - b. VAR-2025-002: 202 W Sixth, These Guys LLC (notice of incomplete issued 1/22/25)
3. **SEPA/PMU:**
 - a. PMU-2024-002: Upper Kittitas County Rec Center (working towards finalizing SEPA determination and Site and Design Review)
4. **Conditional Use Permit:**
 - a. CUP-2024-003: Bullfrog Apartments (MDNS issued, Public Hearing scheduled for 3/5/25 at 1 PM)
5. **PLP (preliminary long plat) Wildwood Ranch Subdivision:** Preliminary Plat and Development Agreement (Comment period has ended, requested additional information to determine a SEPA threshold determination)
6. **Bullfrog Flats:** Awaiting Hearing Examiner recommendation. To be scheduled, Closed Record Public Hearing with Council (most likely end of March)
7. 47 North: applications paused
8. Cell Tower Modification:
 - a. PANO AI [under review]

Code Enforcement:

Provided ongoing support to city staff regarding complex cases and ensuring compliance with city regulations and upholding community standards. The City is currently working on approximately 7 open code enforcement cases, ranging from unpermitted structures, environmental concerns, and unpermitted signage.

General Planning Support:

1. **Business License Review**
2. **Planning support.** Over the past month, planning support has been provided to developers, the general public, the mayor, and city staff, addressing a wide range of inquiries related to zoning, permitting, and development. Key areas of assistance included coordination on zoning issues, guidance on development in critical areas such as floodplains, and advising on the redevelopment of a legal non-conforming use. Additional support involved processing and reviewing permit applications, scheduling assistance, facilitating pre-application meetings, and clarifying short-term rental requirements. Questions regarding density, accessory dwelling units (ADUs), and various development proposals—such as a dog washing kiosk, duplex and four-plex construction, an outdoor shed business, and signage regulations—were also

addressed. Communication was conducted primarily via email, with additional engagement through phone calls and in-person meetings.

3. **Planning Commission.** Serve as the staff lead for Planning Commission meetings, directing two meetings this month. This role requires extensive preparation, including agenda creation, packet compilation, minute-taking, and meeting facilitation. Additionally, work with staff to input documents into city systems and update the website, ensuring clear communication and transparency with the public.
 - a. **Code Amendment Facilitation:** The Commission has made proposed changes to several chapters in the code, and we are working on preparing those for notice and SEPA.
 - b. **Sub-Committee Facilitation:** The Commission elected to have a sub-committee meet and work on a proposed Table of Permitted Uses. The sub-committee met twice in the month of January and once in the month of February.
4. **Historic Preservation.** Staff lead for Historic Preservation Commission, one meeting was held in the month of January. The Commission received a request from a community member about National designation for #7 Miner's Memorial Park. Assisted the individuals with the preparation of an official request to the Commission.
5. **Council Presentations**

Special Projects:

1. Comprehensive Plan Updates, Draft Work Plan Completed and presented to the Mayor
2. Climate Policy Comp Plan Amendments, planning underway

RECOMMENDATION:

None

HANDLING:

City Clerk, Council

ATTACHMENTS:

None

LEAD STAFF:

Colleda Monick, HLA

Cle Elum 1st Qtr Summary

		JAN	FEB	MAR	1st Qtr Total
BOOKINGS					
DUI					0
Assault DV					0
Assault					0
Felony Arrests		2			2
Other Arrests					0
Juvenile Arrest					0
Warrant Arrests					0
					0
TOTAL MONTHLY BOOKINGS		2	0	0	2
TOTAL 1ST HALF BOOKINGS					2
Citations/Infractions	JAN	FEB	MAR	1st Qtr Total	
Traffic Infractions	6			6	
Non-Traffic Infractions				0	
Criminal Traffic Citations				0	
Criminal Non- Traffic Citations	2			2	
DUI Traffic Criminal Citations				0	
Parking Citations				0	
MONTHLY CITATION/INFRACTIONS	8	0	0	8	

Monthly Report to Cle Elum City Council

1st Qtr

	Jan '25	Feb '25	March '25	1st Qtr TOTAL
Traffic Stops	55			55
DUI	0			0
Domestic Violence	0			0
Assault	0			0
assault - Child	0			0
Suicidal	0			0
Burglary	1			1
Vio of Order	1			1
Mal Misch	1			1
Theft	6			6
Alarm Calls	10			10
Public Assist				
Civil Matter				
Check Welfare	44			44
Overdose	0			0
Kidnapping	0			0
Homicide	0			0
Robbery	0			0
Stab/Gunshot Wound	0			0
Animal at Large	1			1
Animal Problems	3			3
Motor Vehicle Collisions	5			
TOTAL CALLS	295			295
2024 Total Calls	386	307	291	984

Roslyn 1st Qtr Summary

		JAN	FEB	MAR	1st Qtr Total
BOOKINGS					
DUI					
Assault DV		0			0
Assault		0			0
Felony Arrests		0			0
Other Arrests		0			0
Juvenile Arrest		0			0
Warrant Arrests		0			0
					0
TOTAL MONTHLY BOOKINGS		0	0	0	0
TOTAL 1Qtr HALF BOOKINGS					0
Citations/Infractions					
Traffic Infractions		1			1
Non-Traffic Infractions					0
Criminal Traffic Citations					0
Criminal Non- Traffic Citations					0
DUI Traffic Criminal Citations					0
Parking Citations		2			2
MONTHLY CITATION/INFRACTIONS		3	0	0	3

Monthly Report to Roslyn City Council **1st Qtr**

	Jan '25	Feb '25	March '25	1st Qtr TOTAL
Traffic Stops	5			5
DUI				
Domestic Violence				
Assault	1			1
assault - Child				
Suicidal				
Burglary	1			1
Vio of Order				
Mal Misch				
Theft				
Alarm Calls	3			3
Public Assist	7			7
Overdose				
Kidnapping				
Homicide				
Robbery				
Stab/Gunshot Wound				
Animal at Large				
Animal Problems	1			1
TOTAL CALLS	84			84
2024 Total Calls	100	70	80	250

Cle Elum Fire Department

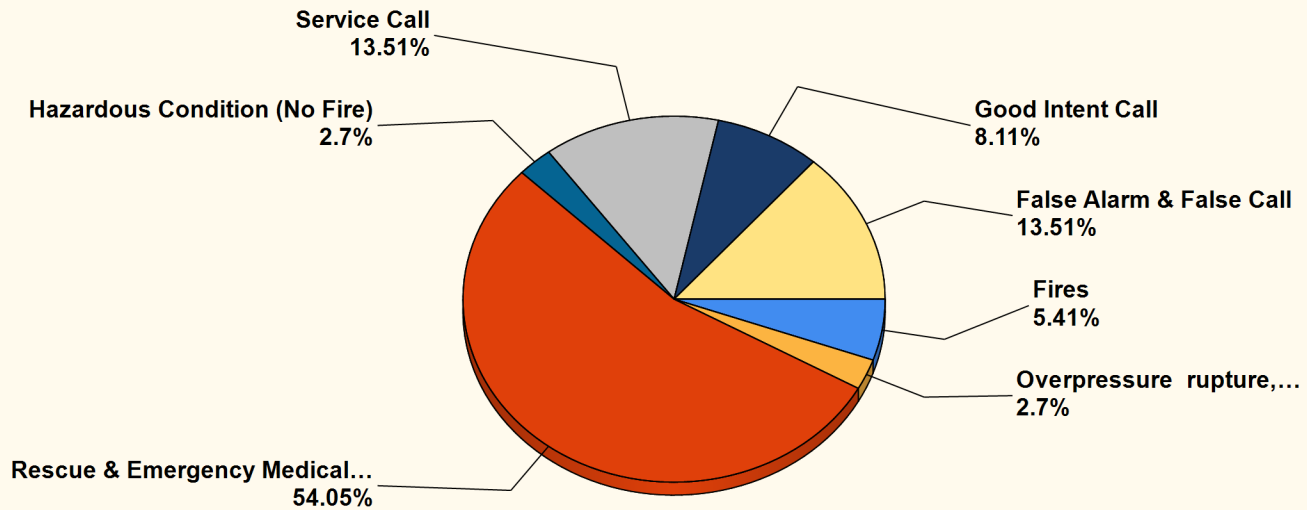
Cle Elum, WA

This report was generated on 2/6/2025 8:54:41 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2025 | End Date: 01/31/2025



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	5.41%
Overpressure rupture, explosion, overheating - no fire	1	2.7%
Rescue & Emergency Medical Service	20	54.05%
Hazardous Condition (No Fire)	1	2.7%
Service Call	5	13.51%
Good Intent Call	3	8.11%
False Alarm & False Call	5	13.51%
TOTAL	37	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



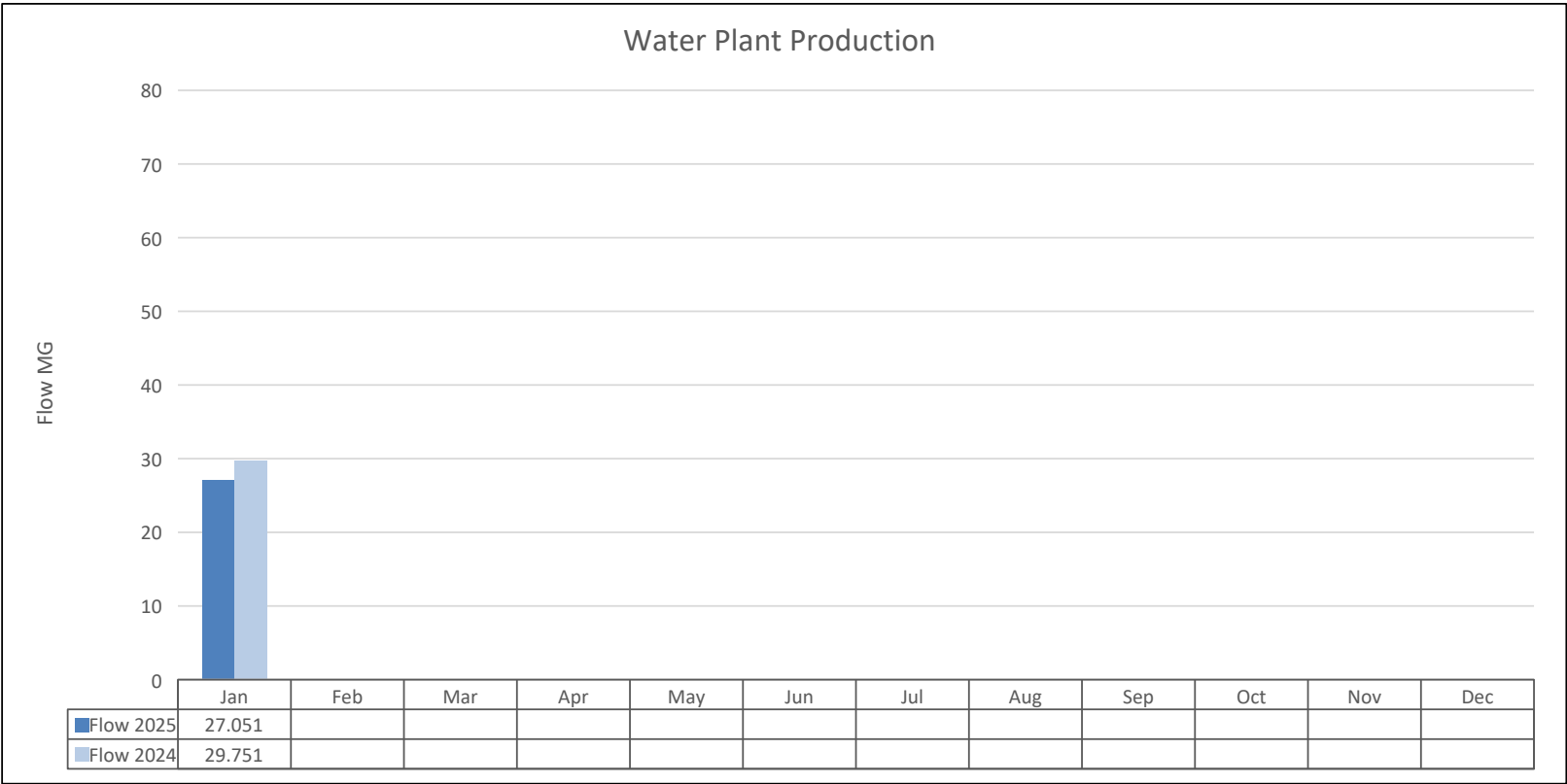
emergencyreporting.com
Doc Id: 553
Page # 1 of 2

Detailed Breakdown by Incident Type

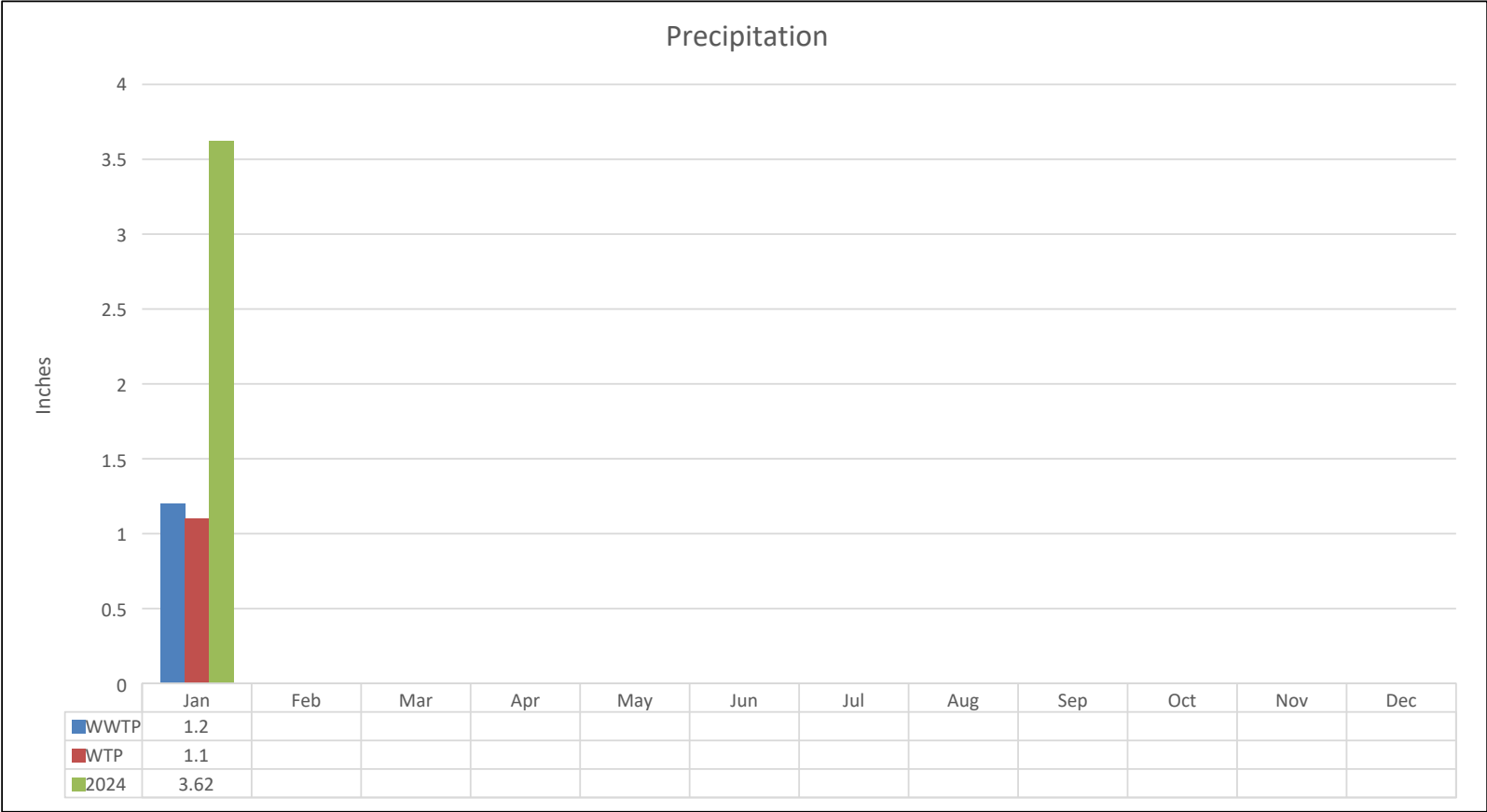
INCIDENT TYPE	# INCIDENTS	% of TOTAL
118 - Trash or rubbish fire, contained	1	2.7%
122 - Fire in motor home, camper, recreational vehicle	1	2.7%
251 - Excessive heat, scorch burns with no ignition	1	2.7%
311 - Medical assist, assist EMS crew	2	5.41%
320 - Emergency medical service, other	2	5.41%
321 - EMS call, excluding vehicle accident with injury	14	37.84%
322 - Motor vehicle accident with injuries	2	5.41%
445 - Arcing, shorted electrical equipment	1	2.7%
500 - Service Call, other	1	2.7%
510 - Person in distress, other	3	8.11%
551 - Assist police or other governmental agency	1	2.7%
611 - Dispatched & cancelled en route	2	5.41%
651 - Smoke scare, odor of smoke	1	2.7%
735 - Alarm system sounded due to malfunction	1	2.7%
743 - Smoke detector activation, no fire - unintentional	2	5.41%
745 - Alarm system activation, no fire - unintentional	2	5.41%
TOTAL INCIDENTS:	37	100%

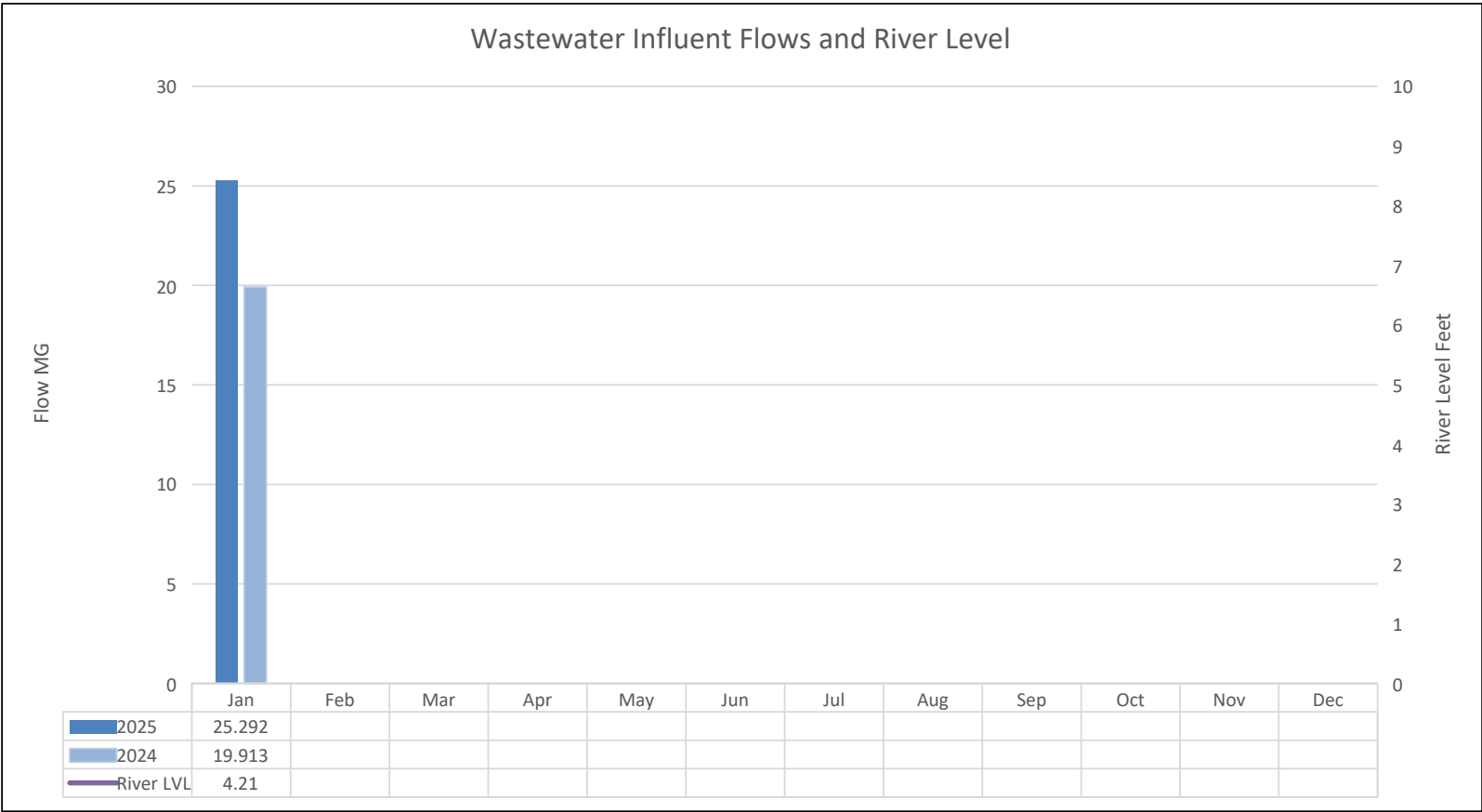
Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

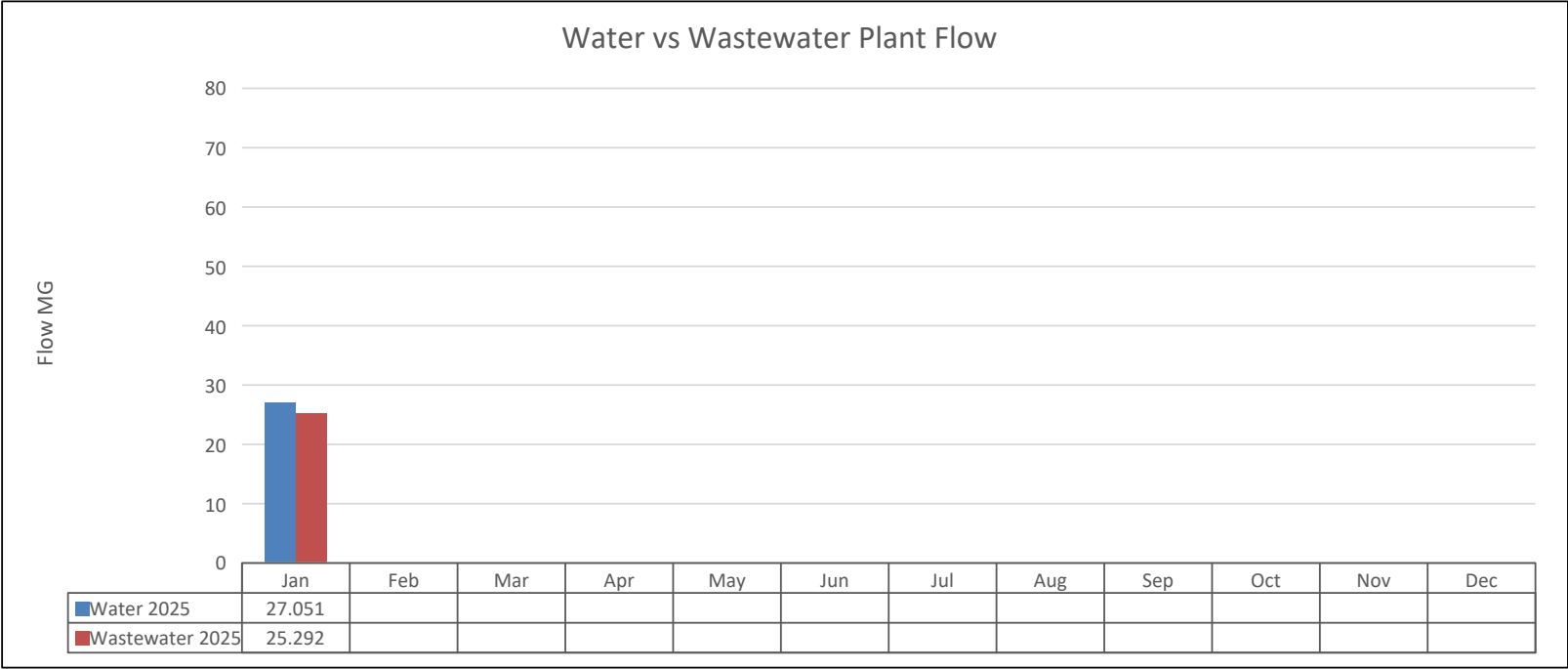




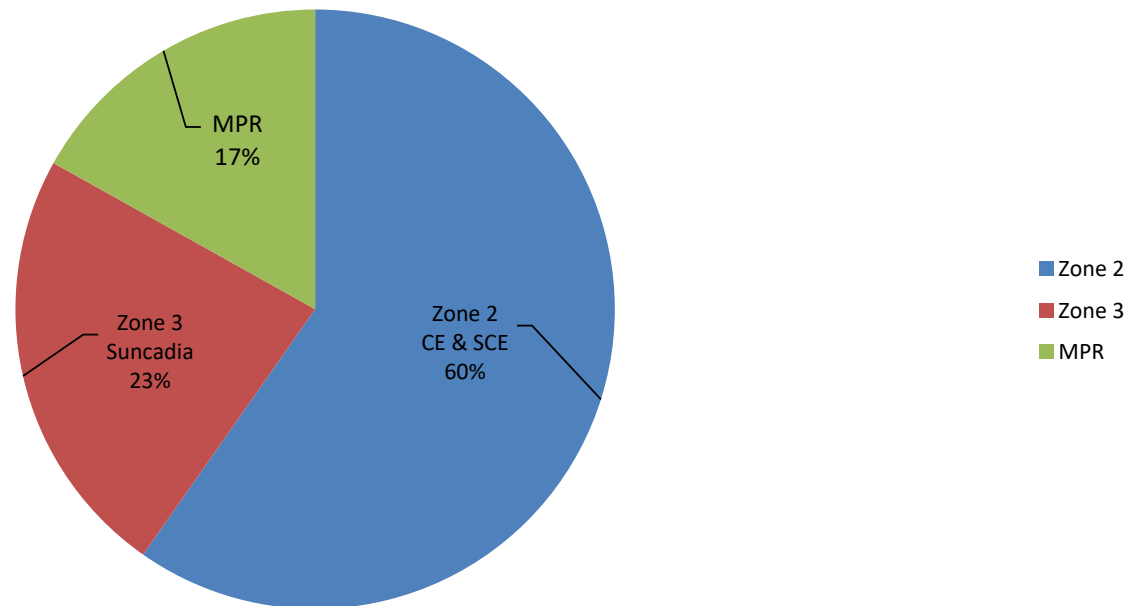


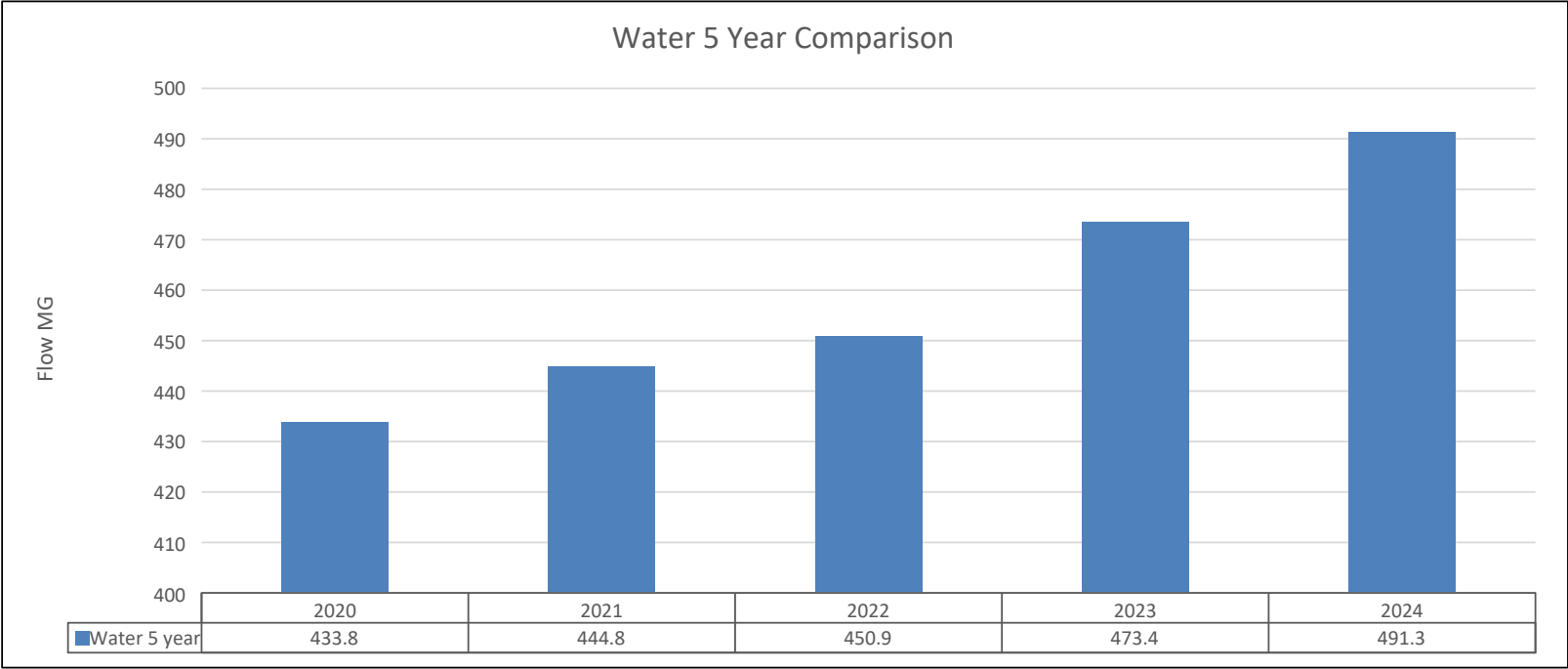






Percent of Flow - January







February 11, 2025 Council Meeting

- Good evening Honorable Mayor and members of the Council.
 - My usual graphs are enclosed in your council packet, I have also included two additional graphs that provide a 5 year look back at the water & wastewater annual flows. I would be happy to answer any questions you may have about them.
 - Air compressor for the intake fish screens is set to be install tomorrow, 2/12/25
 - We have been chasing electrical gremlins at the wastewater plant and at the well field, transient voltage suppression has been identified as the issue at both locations.
 - We switched over to the well field early last week to bring in warmer water to help prevent freezing in the distribution system. Due to the recent cold spell the side channel has froze up prohibiting the ability to get water into the intake so we are totally on the well field until conditions warm up later this weekend.

2025 BUDGET POSITION TOTALS

City Of Cle Elum

Months: 01 To: 01

Time: 11:47:43 Date: 02/05/2025

Page: 1

Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 Current Expense/General Fund	4,425,131.68	306,527.38	6.9%	4,452,131.68	530,951.43	12%
002 UKC Recreation Center	80.00	0.00	0.0%	500.00	0.00	0%
004 City Heights WCIA Settlement Agr	0.00	0.00	0.0%	0.00	0.00	0%
101 Street Fund	4,885,613.00	28,436.16	0.6%	4,933,648.00	119,593.60	2%
102 TIB Complete Streets Grant	2,241,799.00	0.00	0.0%	2,241,799.00	8,527.53	0%
104 Police 3/10's Sales Tax Fund	248,993.00	20,484.06	8.2%	332,292.00	19,863.26	6%
106 Tourist/Lodging Tax Fund	162,000.00	11,816.54	7.3%	302,000.00	0.00	0%
110 Coal Mine Trail Fund	8,620.00	0.00	0.0%	4,120.00	0.00	0%
120 Central Cascades/Weis Land CRA :	2,050.00	0.00	0.0%	2,050.00	0.00	0%
121 Cle Elum Pines West Devel. Fund	1,500.00	0.00	0.0%	1,500.00	0.00	0%
123 Sun Communities CRA 2018-01 De	50,000.00	0.00	0.0%	50,000.00	0.00	0%
124 MVOLLC/Prium CRA 2005-02 Devel	3,015.00	0.00	0.0%	3,015.00	0.00	0%
125 Whispering Pines Devel. Fund	5,000.00	0.00	0.0%	5,000.00	0.00	0%
127 City Heights CRA 2020-01 Devel. F	70,000.00	0.00	0.0%	70,000.00	61.25	0%
128 Fowler Creek Trails Deneen Develc	5,250.00	0.00	0.0%	5,250.00	0.00	0%
131 Blue Fern Development 2024-01	330,000.00	68,756.25	20.8%	330,000.00	0.00	0%
132 Wildwood Ranch Devel. #2024-00	15,200.00	0.00	0.0%	15,200.00	0.00	0%
309 REET Excise Tax/Capital Projects Fu	182,500.00	18,958.25	10.4%	113,800.00	0.00	0%
401 Water Fund	1,040,459.00	100,340.74	9.6%	1,040,459.00	123,760.73	12%
402 Garbage Fund	988,950.00	88,641.10	9.0%	1,038,950.00	117,692.41	11%
403 Airport Fund	37,000.00	0.00	0.0%	24,000.00	3,550.12	15%
404 Water Regional Fund	1,026,000.00	36,822.30	3.6%	1,058,059.00	90,017.69	9%
406 Water Capital Reserve Fund	156,474.99	15,056.44	9.6%	334,774.99	1,829.64	1%
408 Stormwater Fund	15,000.00	0.00	0.0%	12,000.00	0.00	0%
409 Sewer Fund	1,069,796.00	75,608.99	7.1%	1,003,796.00	87,300.63	9%
410 Sewer Regional Fund	1,082,000.00	64,736.00	6.0%	952,000.00	126,897.44	13%
413 Sewer Capital Reserve Fund	385,000.00	12,166.98	3.2%	441,000.00	0.00	0%
630 Pangrazi Memorial Fund	100.00	0.00	0.0%	1,300.00	111.68	9%
699 State Agency Fund 380/580	25,000.00	2,498.35	10.0%	27,000.00	2,150.06	8%
	18,462,531.67	850,849.54	4.6%	18,795,644.67	1,232,307.47	6.6%
		January Revenue			January Expenses	

**Insurance costs for 2025 were paid in January for a total of \$463,816 out of various funds

February 5, 2025

City of Cle Elum
119 West 1st Street
Cle Elum, WA 98922

Attn: Matthew Lundh, Mayor

Re: City of Cle Elum
Second Street Pathway – Safety Stabilization
HLA Project No.: 24056SS
Project Acceptance

Dear Mayor Lundh:

This letter serves as our recommendation for acceptance of this project by your City Council. We have reviewed the work performed by Ascent Foundation & More, LLC., on this project and believe it has been completed satisfactorily.

Once the project has been accepted as complete by the City Council, the required "Notice of Completion of Public Works Contract" will be completed by our office and sent to the Department of Revenue, Department of Labor and Industries, and Employment Security Departments through our access to your Labor and Industries portal. If you prefer to submit the Notice of Completion, please let us know.

After acceptance of the project and when lien releases have been received from the Department of Revenue, Department of Labor and Industries, and Employment Security Department, this project will be considered physically complete.

The City will receive the following from HLA Engineering and Land Surveying, Inc. (HLA) in a One Drive Link for download:

- A completed copy of the project punch list items identified during the final walk-through inspection.
- A PDF set of Record Drawings for the project.
- Final Contract Voucher Certification from the Contractor certifying all labor and materials furnished on this project have been paid for.
- Required project labor and equal employment opportunity documents including:
 - Requests to Sublet and verifications for the Prime Contractor and all subcontractors who performed work on this project.
 - Statement of Intent to Pay Prevailing Wages approved by the Washington State Department of Labor and Industries.
 - Affidavits of Wages Paid approved by the Washington State Department of Labor and Industries.

Our office will retain an electronic copy of the project files should the City need them in the future.

Please forward a copy of your Council Resolution authorizing project acceptance and release of Retainage.

Please contact our office if you have questions or if we may provide additional information.

Sincerely,

Benjamin A. Annen, PE

BAA/jdb

Enclosures

Copy: Vince Glondo, Benji Martin, Heather Johnson, Ascent Foundation & More, LLC.
Angie Ringer, Taylor Denny, HLA

CITY OF CLE ELUM
City Administration

**AGENDA STAFF
REPORT**

AGENDA DATE: February 11, 2025

ACTION REQUESTED: Approve the mayor to sign HLA Task Order 2025-01.

BACKGROUND: Following a recent review of a potential development at the East End of 4th Street near Floral Ave, we discovered that a section of the right of way may have been vacated improperly. A narrow strip of private property extends into the right-of-way, preventing the extension of the road. As a result, we are hiring HLA to assess the situation and make any necessary revisions. Because the extension of the road would benefit hope source they have partnered with us and have agreed to cover half the cost.

RECOMMENDATION: Approve HLA Task Order 2025-01

ATTACHMENTS: Task Order 2025-01
Letter from Shelter Resources

LEAD STAFF: Rob Omans

Date: January 21, 2025

Project No.: 25010G

To: City of Cle Elum
119 West First Street
Cle Elum, WA 98922

Attention: Rob Omans
City Administrator

From: Eric T. Herzog, PLS

Re: Fourth Street Right of Way Vacation Research and Ownership Review
Task Order No. 2025-01

We are sending you the attached following items:

One (1) Task Order No. 2025-01

One (1) PDF of HLA SAM.gov Debarment Verification

Comment:

Rob,

Upon review and approval, please have the Mayor sign the attached Task Order No. 2025-01 for the Fourth Street Right of Way Vacation Research and Ownership Review project. Once executed, please scan, and email the fully executed agreement to ehertzog@hlacivil.com, and retain the original for your records.

We very much appreciate the opportunity to work with you and serve the City of Cle Elum. If you have any questions or need additional information, please contact me.

Thank you.

Copy to: _____ Signed: 

TASK ORDER NO. 2025-01

REGARDING GENERAL AGREEMENT BETWEEN CITY OF CLE ELUM

AND

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

PROJECT DESCRIPTION:

Fourth Street Right of Way Vacation Research and Ownership Review
HLA Project No. 25010G

The City of Cle Elum (CITY) has requested HLA to research the right of way for Fourth Street that was vacated by City Ordinance No. 709 and review the ownership of the right of way.

SCOPE OF SERVICES:

At the direction of the CITY, HLA shall provide professional land surveying for the Fourth Street Right of Way Vacation Research and Ownership Review (PROJECT). HLA services shall include the following:

1.0 Right of Way Vacation Review

- 1.1 HLA will review the right of way described in Ordinance 709.
- 1.2 HLA will research deeds of record to review the ownership of the vacated right of way.
- 1.3 HLA will prepare a survey showing the vacated right of way for Fourth Street and a report summarizing our findings.

2.0 Additional Services

Provide professional engineering and construction services for additional work requested by the CITY that is not included in this Task Order.

3.0 Items to be Furnished and Responsibility of the CITY

The CITY will provide or perform the following:

- 3.1 Provide all information as to CITY requirements of the PROJECT.
- 3.2 Provide all available information pertinent to the PROJECT related to completion of the PROJECT.
- 3.3 Examine all documents presented by HLA and provide written decisions within a reasonable time so as not to delay the work of HLA.

TIME OF PERFORMANCE:

HLA will diligently pursue the completion of the PROJECT as follows:

1.0 Right of Way Vacation Review

Right of way vacation review services shall begin immediately following receipt of the signed Task Order and continue until PROJECT completion.

- 1.1 HLA will provide deliverables for CITY review within thirty (30) business days from receipt of this signed Task Order.

2.0 Additional Services

Time for completion of work directed by the CITY under additional services shall be negotiated and mutually agreed upon at the time service is requested by the CITY.

FEE FOR SERVICE:

For the services furnished by HLA as described within this Task Order, the CITY agrees to pay HLA the fees as set forth herein. The amounts listed below may be revised only by written agreement of both parties.

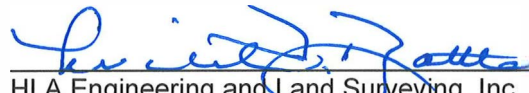
1.0 Right of Way Vacation Review

All work for right of way vacation review shall be performed on a time-spent basis at the normal hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses for an estimated fee of \$10,000.00.

2.0 Additional Services

Additional work requested by the CITY not included in this Task Order shall be authorized by the CITY and agreed upon by HLA in writing prior to proceeding with services. HLA will perform additional services as directed/authorized by the CITY on a time-spent basis at the hourly billing rates included in our General Agreement, plus reimbursement for direct non salary expenses such as vehicle mileage, out-of-town meals/lodging, advertising, and printing expenses.

Proposed:



HLA Engineering and Land Surveying, Inc.
Michael T. Battle, PE, President

1/21/2025

Date

Approved:

City of Cle Elum
Matthew Lundh, Mayor

Date

February 5, 2025

City of Cle Elum
119 West First Street
Cle Elum, Wa 98992
C/O: Rob Omans - City Administrator

Mr. Omans

Thank you for sending the attached HLA proposal dated January 21, 2025 for Project 25010G. Shelter Resources, Inc and HopeSource (our partner) would like to move forward with this proposal of not to exceed \$10,000 for the Fourth Street ROW vacation research and ownership review. As stated, the City will cover the first \$5,000 and we will be responsible for the other \$5,000. We look forward to HLA's findings.



Signature

Erick Cruz

Printed Name

February 6, 2025

Date

CITY OF CLE ELUM
Wastewater Treatment Plant

**AGENDA STAFF
REPORT**

AGENDA DATE: February 11, 2025

ACTION REQUESTED: Recommend to the City Council to authorize Veolia Water to proceed with the rebuilding of the Transient Voltage Surge Suppressor at the Wastewater Treatment Plant. Work to be completed by Knoebel's Electric, not to exceed in the amount of \$10,703.29 (9,883.00 plus 820.00 tax).

BACKGROUND: The Wastewater Treatment plant primary power is 480 volts provided by Puget Sound Energy. Because of the sensitive electrical equipment within the facility a Transient Voltage Surge suppressor was installed when the treatment plant was constructed in 2005. Like any electro-mechanical device they are subject to failure, and at this point two of the three capacitors that absorb stray or spike voltage have failed leaving the plant equipment vulnerable to catastrophic failure.

RECOMMENDATION: Recommend to the City Council to authorize Veolia Water to proceed with the rebuilding of the Transient Voltage Surge Suppressor by Knoebel's Electric at the Wastewater Treatment Plant.

ATTACHMENTS: Knoebel's Electric Quotation dated January 31, 2025

LEAD STAFF: William LaRue, Veolia Water Project Manager

KNOBEL'S ELECTRIC, INC.

801 TENNANT LANE
YAKIMA, WA 98901
PHONE (509) 452-9157
FAX (509) 453-1460

QUOTATION

TO: VEOLIA

DATE: JANUARY 31, 2025

ATTN: WILLY

RE: CLE ELUM
TVSS REPLACEMENT OPTIONS SEWER PLANT

EMAIL:

Gentlemen:

We herewith submit our quotation on the above named job. The proposal as shown in this quotation is taken from the plans and specifications of the above named job as of the date of issue. If addenda have been made to the specifications which is directed to and affects the proposal made below, the quotation will make note as to covering same. This quotation is subject to strikes, accidents or causes beyond our control, and to terms and condition of a performance contract.

LABOR, MATERIALS AND EQUIPMENT TO PROVIDE ELECTRICAL WORK AS FOLLOWS:

- COMPLETE REBUILD KIT FOR THE TVSS BUCKET, SQUARE D OEM PARTS, ALL NEW COMPONENTS EXCEPT THE BREAKER (3-5 DAY LEAD TIME)

REBUILD PRICE - \$9,883.00

- COMPLETE REPLACEMENT OF THE WHOLE BUCKET ASSEMBLY (4 WEEK LEAD TIME)

REBUILD PRICE - \$18,681.00

NOTE: NO SALES TAX IS INCLUDED IN OUR PRICE.

SINCERELY,

STEVE SODERSTROM
ESTIMATOR

AN EQUAL OPPORTUNITY EMPLOYER

Quotation is for acceptance within _____ days from above date.

CITY OF CLE ELUM
WASHINGTON
ORDINANCE NO. 1693

**AN ORDINANCE OF THE CITY OF CLE ELUM,
WASHINGTON, AMENDING CLE ELUM MUNICIPAL
CODE (“CEMC”) 13.08.370 RELATED TO RATES AND
CHARGES; PROVIDING FOR SEVERABILITY; AND
ESTABLISHING AN EFFECTIVE DATE**

WHEREAS, the City of Cle Elum wishes to update its sewer code to address calculation methods.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLE ELUM, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. CEMC 13.08.370 (“Rates and charges”), Amended. CEMC 13.08.370 of the Cle Elum Municipal Code is hereby amended to read as set forth in the attached Exhibit A incorporated herein by this reference.

Section 2. Severability. Should any portion of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 3. Effective Date. This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

PASSED BY THE CLE ELUM CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE ____ DAY OF ____, 2025.

CITY OF CLE ELUM

Matthew Lundh, Mayor

ATTEST/AUTHENTICATED:

Debbie Lee, City Clerk

Approved as to form:

Alexandra L. Kenyon, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Resolution No.:
Date Posted:

EXHIBIT A

13.08.370 Rates, charges, and charges fees.

A. *Monthly Rates for Public Sewer.* The city shall maintain a schedule of current rates, fees, and charges, and make them available to all interested persons. Monthly rates include reserve provisions for emergencies, capital expenditures, and other expenses as approved by the city administrator. The charges for use of the public sewer system within the city of Cle Elum, Washington, shall be as follows:

2024 Cle Elum Sewer Rates

User Classification (Category)	Monthly Base Rate per 1,000 CF	Usage Charge Rate per 100 CF Water Used
Residential	\$58.50	Included up to 1,000 CF, \$1.15 after
Commercial – Category A (Low Strength)	\$58.50	\$1.15
Commercial – Category B (Medium Strength)	\$58.50	\$1.15
Commercial – Category C (High Strength)	\$58.50	\$1.15
Schools w/Food Prep (Med-High Strength)	\$58.50	\$1.15
Industrial (Strength Assessed Individually)	\$58.50	\$1.15/100 CF water used, \$0.31/lb BOD ₅ and \$0.31/lb TSS

Notes:

Monthly base rate minimum is \$58.50 no matter usage. Usage beyond 1,000 CF is assessed additional monthly base rate at \$58.50 per 1,000 CF. Usage charge rate is in addition to monthly base rate. Reserve fee is included in base rate.

2025 Cle Elum Sewer Rates

User Classification (Category)	Monthly Base Rate per 1,000 CF	Usage Charge Rate per 100 CF Water Used
Residential	\$60.26	Included up to 1,000 CF, \$1.18 after
Commercial – Category A (Low Strength)	\$60.26	\$1.18
Commercial – Category B (Medium Strength)	\$60.26	\$3.55
Commercial – Category C (High Strength)	\$60.26	\$5.92
Schools w/Food Prep (Med-High Strength)	\$60.26	\$4.74
Industrial (Strength Assessed Individually)	\$60.26	\$1.18/100 CF water used, \$0.62/lb BOD ₅ and \$0.62/lb TSS
Notes: Monthly base rate minimum is \$60.26 no matter usage. Usage beyond 1,000 CF is assessed additional monthly base rate at \$60.26 per 1,000 CF. Usage charge rate is in addition to monthly base rate. Reserve fee is included in base rate.		

2026 Cle Elum Sewer Rates

User Classification (Category)	Monthly Base Rate per 1,000 CF	Usage Charge Rate per 100 CF Water Used
Residential	\$62.06	Included up to 1,000 CF, \$1.22 after
Commercial – Category A (Low Strength)	\$62.06	\$1.22
Commercial – Category B (Medium Strength)	\$62.06	\$7.29
Commercial – Category C (High Strength)	\$62.06	\$12.15

User Classification (Category)	Monthly Base Rate per 1,000 CF	Usage Charge Rate per 100 CF Water Used
Strength)		
Schools w/Food Prep (Med-High Strength)	\$62.06	\$9.72
Industrial (Strength Assessed Individually)	\$62.06	\$1.22/100 CF water used, \$1.24/lb BOD ₅ and \$1.24/lb TSS
Notes: Monthly base rate minimum is \$62.06 no matter usage. Usage beyond 1,000 CF is assessed additional monthly base rate at \$62.06 per 1,000 CF. Usage charge rate is in addition to monthly base rate. Reserve fee is included in base rate.		

Base rates and usage rates are based on water meter readings in cubic feet (CF) unless a sewer meter is installed at the customer's expense. In such a situation, the monthly sewer charges will be based upon the volume of wastewater discharged to the city by applying sewer meter readings to the appropriate rate classification, as determined by the city. In the event a water or sewer meter is broken or cannot be read, usage shall be estimated using data available to the city for periods of typical usage during a similar usage period at the discretion of the public works director.

Beginning December 31, 2026, and every December 31st thereafter as set forth by city council resolution, monthly base rates and usage charge rates shall both be increased by the higher of three percent or as established by the Consumer Price Index published by the U.S. Bureau of Labor Statistics for the West region for the reference month of August, released in September. The annual rate increase will be effective January 1st of each year.

B. Calculation of residential wastewater volume charge.

It is the intent of this section to calculate residential wastewater charges based on water that should enter the sewerage system, and not on water used exclusively for irrigation or sprinkling. Wastewater charges for single- and multifamily homes, trailer houses, and other single-family dwelling units shall be calculated in the following manner: For the five (5) months from November 1st through March 31st, the wastewater charge shall be based on metered water consumption. For the seven (7) months from April 1st through October 31st, the wastewater charge shall be based on average winter water consumption or metered water consumption, whichever is less. Average winter water consumption shall be calculated using the five (5) month billing period that falls between November 1st and March 31st. The following is an example of residential billing:

<u>Billing</u>	<u>Water</u>	<u>Wastewater</u>
<u>Period</u>	<u>Use (CCF)</u>	<u>Use (CCF)</u>
<u>Nov-Dec</u>	<u>12</u>	<u>12</u>
<u>Dec-Jan</u>	<u>11</u>	<u>11</u>
<u>Jan-Feb</u>	<u>9</u>	<u>9</u>
<u>Feb-March</u>	<u>8</u>	<u>8</u>
<u>March-April</u>	<u>10</u>	<u>10</u>
<u>April-May</u>	<u>12</u>	<u>10</u>
<u>May-June</u>	<u>15</u>	<u>10</u>
<u>June-July</u>	<u>22</u>	<u>10</u>
<u>July-Aug</u>	<u>24</u>	<u>10</u>
<u>Aug-Sep</u>	<u>22</u>	<u>10</u>
<u>Sep-Oct</u>	<u>20</u>	<u>10</u>
<u>Oct-Nov</u>	<u>18</u>	<u>10</u>

1. The Public Works Director or the Public Utilities Clerk may use an assumed volume of 1000 CF per household, or prior water consumption records if those records are more representative of expected usage, to calculate residential wastewater charges under the following circumstances:
 - a. When the water meter has been determined to be malfunctioning;
 - b. When customers have insufficient water consumption history to calculate average winter water consumption;
 - c. When water use in the period used to calculate average winter water consumption is not representative of expected water use, such as a rental property that is vacant between tenants or in the case of seasonal customers; and
 - d. When customers have had a documented water leak during the winter months used averaging water consumption.

C. Calculation of commercial wastewater volume charge.

It is the intent of this section to charge commercial customers for water that should enter the sewer system. Wastewater charges shall be based on the metered water delivered to the premises except as noted below:

1. Water metered exclusively for fire service, sprinkling, or irrigation shall not be subject to any wastewater charge or rate.
2. Where the use of water is such that a portion of all water used is lost by evaporation, irrigation, sprinkling, or other cause, or is used in manufactured goods and commodities, customers may install, at their own expense, deduct meters approved by the Director of Public Works to enable measurement of the amount of water so used or lost. These deduct meters must measure in CCF, must be calibrated on a regular basis, must be easily accessible for meter reading, and meters must be compatible with the City of Cle Elum meter reading system. If the deduct meter is unable to be read or if the reading is unreliable, an estimate can be used, but the City of Cle Elum must have at least one (1) year of accurate meter reading. It will be the responsibility of the Public Works Director or his/her designee to inspect and approve the installation of a new deduct meter.
3. To set fees for special recurring and nonrecurring wastewater services provided by the City of Cle Elum. Sewer deduct meters are meters installed by customers on their own property that measure water or water/effluent entering or not entering the wastewater system.

- a. Meter cost determined at the time of Sewer Deduct Meter Application Approval.
- b. The sewer deduct meter set-up fee covers plan review, inspections and billing initiation.
- c. The following are the sewer deduct meter set-up fees:

<u>Set-up Service</u>	<u>Fee</u>
<u>Initial submeter</u>	<u>\$533</u>
<u>Each subsequent deduct meter on the same account installed at the same time</u>	<u>\$333</u>

BD. User Classifications.

1. Residential includes single- and multifamily homes, apartment units, trailer houses, and other single-family dwelling units.
2. Commercial (business establishments) shall be charged based on the volume and strength of wastewater discharged into the city sewage system. The commercial category is based on the strength of wastewater typical for the type of business activity using the category descriptions below. For a commercial business not listed in the categories below, the public works director shall determine which

category is most closely related to the commercial/business account.

a. *Commercial A.* This category applies to those commercial and business establishments maintaining only restroom facilities for employees and the public, office buildings, churches, and for hotels and motels without a commercial kitchen that discharge to the same service line. These establishments generally discharge wastewater with a strength of two hundred mg/l biochemical oxygen demand (BOD) and two hundred mg/l total suspended solids (TSS). Customer wastewater with strengths (higher of BOD and TSS) between zero and three hundred mg/l will be classified as Commercial A customers.

b. *Commercial B.* This category applies to those commercial and business establishments such as convenience stores, gas stations, sandwich shops, bakeries, coffee stands/shops, hotels and motels with a commercial kitchen, schools without food preparation, car washes, grocery stores, laundromats, salons, dental offices, and assisted living facilities. These establishments generally discharge wastewater with a strength of four hundred mg/l BOD and four hundred mg/l TSS. Customer wastewater with strengths (higher of BOD and TSS) between three hundred one and five hundred mg/l will be classified as Commercial B customers.

c. *Commercial C.* This category applies to those commercial and business establishments such as restaurants, pizza shops, fast food/drive-in restaurants, and taverns. These establishments generally discharge wastewater with a strength of eight hundred mg/l BOD and eight hundred mg/l TSS. Customer wastewater with strengths (higher of BOD and TSS) between five hundred one and nine hundred mg/l will be classified as Commercial C customers. Any wastewater strengths exceeding nine hundred mg/l will be classified as Industrial customers, per subsection [\(B\)\(4\)](#) of this section.

d. *Combined/Multiple Uses.* Where multiple uses (e.g., combined commercial and residential uses, or multiple commercial tenants) are combined into a single account, and are served by a common water meter, the monthly sewer rate shall be based on the account's highest user classification of the users discharging to the sewer system.

3. *Schools With Food Prep.* This category applies to schools with food preparation facilities. These establishments generally discharge wastewater with a strength of four hundred mg/l BOD and six hundred mg/l TSS. All schools with food preparation facilities will be classified in this category, regardless of the actual wastewater strengths. (Note: School administration and other office-type buildings that are separate from a school and discharge a wastewater strength typical for a Commercial Category A connection will be charged as a Commercial A account).

4. Industrial shall be charged based on the volume and strength of wastewater discharged into the city sewage system.

Industrial users shall be required to install sampling ports on all wastewater discharges. The sampling port must be on the building's sewer line(s) and representative of the total flow before it discharges into the

city's public sewer system. The city will evaluate each industrial user and determine whether automatic samplers will be required in the sampling ports. If samplers are not required by the city, samples will be taken by the city as described in CEMC Section [13.08.500](#), Effluent testing. If automatic samplers are required by the city, city-approved samplers shall be installed and maintained continuously in satisfactory and effective operation by, and at the expense of, the industrial user, at the direction of the city. Samples from samplers will be collected by the city monthly for the first twelve months and tested at a laboratory for BOD and TSS concentrations. Once twelve months of testing data is available and an average typical concentration is established, it will be utilized to calculate monthly BOD and TSS loadings for the usage charges. The city may require continued monthly samples to reflect accuracy of the average or may reduce sampling frequency at the city's discretion. All costs associated with sampling ports, samplers, and testing will be the responsibility of the customer, including but not limited to city staff and consultant time, materials, and laboratory testing costs. The industrial customer will be invoiced for these costs separately from the monthly sewer bill.

Existing industrial customers at the time of approval of the ordinance codified in this section will have until January 1, 2025, to install sampling ports. Until sampling ports are installed, existing industrial customers at the time of approval of the ordinance codified in this section will be billed at the Commercial C monthly base rates and two times Commercial C usage charge rates.

a. *General Industrial User Conditions.* The following conditions apply to all industrial users discharging to the city wastewater system:

- i. There shall be no unmetered sources of water contributing wastewater discharges to the city sewer system without the knowledge and prior written approval of the city.
- ii. The city reserves the right to inspect, observe, measure, sample, and test wastewater discharged to any city facility at any time, including the rights set forth in CEMC Section [13.08.360](#).
- iii. The discharges of industrial users may be restricted to a capacity allocated in an industrial discharge contract with the city, state, or National Pollutant Discharge Elimination System (NPDES) waste discharge permit issued to the user by the Washington Department of Ecology, whichever results in the smaller limit.
- iv. The pH of discharges from all industrial users discharging liquids into the public sewers other than the industrial pretreatment system shall not be lower than 6.0 nor greater than 9.0, as determined by monitoring station results. Any discharge of waste outside this range shall be subject to a penalty of two thousand dollars per day. For the purposes of this monetary penalty, each day's discharge shall be considered a separate event.
- v. The city shall charge monetary penalties for any discharge from an industrial user that adversely affects the treatment process operation and compliance with the NPDES

requirements. For the purposes of charging monetary penalties, each day's discharge, and each component (flow, BOD, and TSS) shall be considered a separate event. Monetary penalties shall include, but not necessarily be limited to, the following:

- (A) All costs associated with providing treatment to the industrial slug discharge.
 - (B) All costs associated with repair of equipment damaged by, or associated with, providing treatment to the industrial slug discharge.
 - (C) All costs associated with NPDES permit violations, federal or state government orders resulting from NPDES permit violations, penalties imposed by the federal or state government upon the city for NPDES permit violations, and all costs associated with any citizen lawsuit filed against the city for NPDES permit violations.
 - (D) Slug discharges lasting five or more consecutive days shall be subject to the surcharge provisions of subsection [\(B\)\(4\)\(a\)\(iii\)](#) of this section whether or not the industrial user's maximum monthly allocated capacity is exceeded.
- vi. Outside utility industrial users shall pay one hundred fifty percent of the applicable sewer rates charged to city industrial users.

EE. *Increased Charge or Extraordinary BOD Discharge*. The city of Cle Elum reserves the right to make a special increased sewer assessment for users of the public sewer system discharging more than ordinary BOD and/or TSS amounts which are not adequately charged for and addressed under this section.

13.08.370 Rates, charges, and fees.

A. *Monthly Rates for Public Sewer.* The city shall maintain a schedule of current rates, fees, and charges, and make them available to all interested persons. Monthly rates include reserve provisions for emergencies, capital expenditures, and other expenses as approved by the city administrator. The charges for use of the public sewer system within the city of Cle Elum, Washington, shall be as follows:

2024 Cle Elum Sewer Rates

User Classification (Category)	Monthly Base Rate per 1,000 CF	Usage Charge Rate per 100 CF Water Used
Residential	\$58.50	Included up to 1,000 CF, \$1.15 after
Commercial – Category A (Low Strength)	\$58.50	\$1.15
Commercial – Category B (Medium Strength)	\$58.50	\$1.15
Commercial – Category C (High Strength)	\$58.50	\$1.15
Schools w/Food Prep (Med-High Strength)	\$58.50	\$1.15
Industrial (Strength Assessed Individually)	\$58.50	\$1.15/100 CF water used, \$0.31/lb BOD ₅ and \$0.31/lb TSS

Notes:

Monthly base rate minimum is \$58.50 no matter usage. Usage beyond 1,000 CF is assessed additional monthly base rate at \$58.50 per 1,000 CF. Usage charge rate is in addition to monthly base rate. Reserve fee is included in base rate.

2025 Cle Elum Sewer Rates

User Classification (Category)	Monthly Base Rate per 1,000 CF	Usage Charge Rate per 100 CF Water Used
Residential	\$60.26	Included up to 1,000 CF, \$1.18 after

Commercial – Category A (Low Strength)	\$60.26	\$1.18
Commercial – Category B (Medium Strength)	\$60.26	\$3.55
Commercial – Category C (High Strength)	\$60.26	\$5.92
Schools w/Food Prep (Med-High Strength)	\$60.26	\$4.74
Industrial (Strength Assessed Individually)	\$60.26	\$1.18/100 CF water used, \$0.62/lb BOD ₅ and \$0.62/lb TSS

Notes:

Monthly base rate minimum is \$60.26 no matter usage. Usage beyond 1,000 CF is assessed additional monthly base rate at \$60.26 per 1,000 CF. Usage charge rate is in addition to monthly base rate. Reserve fee is included in base rate.

2026 Cle Elum Sewer Rates

User Classification (Category)	Monthly Base Rate per 1,000 CF	Usage Charge Rate per 100 CF Water Used
Residential	\$62.06	Included up to 1,000 CF, \$1.22 after
Commercial – Category A (Low Strength)	\$62.06	\$1.22
Commercial – Category B (Medium Strength)	\$62.06	\$7.29
Commercial – Category C (High Strength)	\$62.06	\$12.15
Schools w/Food Prep (Med-High Strength)	\$62.06	\$9.72
Industrial (Strength Assessed Individually)	\$62.06	\$1.22/100 CF water used, \$1.24/lb BOD ₅ and \$1.24/lb TSS

Notes:

Monthly base rate minimum is \$62.06 no matter usage. Usage beyond 1,000 CF is assessed additional monthly base rate at \$62.06 per 1,000 CF. Usage charge rate is in addition to monthly base rate. Reserve fee is included in base rate.

Base rates and usage rates are based on water meter readings in cubic feet (CF) unless a sewer meter is installed at the customer's expense. In such a situation, the monthly sewer charges will be based upon the volume of wastewater discharged to the city by applying sewer meter readings to the appropriate rate classification, as determined by the city. In the event a water or sewer meter is broken or cannot be read, usage shall be estimated using data available to the city for periods of typical usage during a similar usage period at the discretion of the public works director.

Beginning December 31, 2026, and every December 31st thereafter as set forth by city council resolution, monthly base rates and usage charge rates shall both be increased by the higher of three percent or as established by the Consumer Price Index published by the U.S. Bureau of Labor Statistics for the West region for the reference month of August, released in September. The annual rate increase will be effective January 1st of each year.

B. Calculation of residential wastewater volume charge

It is the intent of this section to calculate residential wastewater charges based on water that should enter the sewerage system, and not on water used exclusively for irrigation or sprinkling. Wastewater charges for single- and multifamily homes, trailer houses, and other single-family dwelling units shall be calculated in the following manner: For the Five (5) months from November 1st through March 31st, the wastewater charge shall be based on metered water consumption. For the ~~six~~ ^{seven} (7) months from April 1st through October 31st, the wastewater charge shall be based on average winter water consumption or metered water consumption, whichever is less. Average winter water consumption shall be calculated using the Five (5) month billing period that falls between November 1st and March 31st. The following is an example of residential billing:

Billing	Water	Wastewater
Period	Use (CCF)	Use (CCF)
Nov.-Dec.	12	12
Dec.-Jan.	11	11
Jan.-Feb.	9	9
Feb.-March	8	8

March-April	10	10
April-May	12	10
May-June	15	10
June-July	22	10
July-Aug.	24	10
Aug-Sep.	22	10
Sep.-Oct.	20	10
Oct-Nov.	18	10

1. The Public Works Director or the Public Utilities Clerk may use an assumed volume of 1000 CF per household, or prior water consumption records if those records are more representative of expected usage, to calculate residential wastewater charges under the following circumstances:

- a. When the water meter has been determined to be malfunctioning;
- b. When customers have insufficient water consumption history to calculate average winter water consumption;
- c. When water use in the period used to calculate average winter water consumption is not representative of expected water use, such as rental property that is vacant between tenants or in the case of seasonal customers; and
- d. When customers have had a documented water leak during the winter months used for averaging water consumption.

C. Calculation of commercial wastewater volume charge

It is the intent of this section to charge commercial customers for water that should enter the sewer system. Wastewater charges shall be based on the metered water delivered to the premises except as noted below:

1. Water metered exclusively for fire service, sprinkling, or irrigation shall not be subject to any wastewater charge or rate.
2. Where the use of water is such that a portion of all water used is lost by evaporation, irrigation, sprinkling or other cause, or is used in manufactured goods and commodities, customers may install, at their own expense, deduct meters approved by the Director of Public Works to enable measurement of the amount of water so used or lost. These deduct

meters must measure in CCF, must be calibrated on a regular basis, must be easily accessible for meter reading, and meters must be compatible with the City of Cle Elum meter reading system. If the deduct meter is unable to be read or if the reading is unreliable, an estimate can be used, but the City of Cle Elum must have at least one (1) year of accurate meter reading. It will be the responsibility of the Public Works Director or his/her designee to inspect and approve the installation of a new deduct meter.

3. To set fees for special recurring and nonrecurring wastewater services provided by the City of Cle Elum. Sewer deduct meters are meters installed by customers on their own property that measure water or water/effluent entering or not entering the wastewater system.

a. Meter cost determined at the time of Sewer Deduct Meter Application approval.

b. The sewer deduct meter set-up fee covers plan review, inspections and billing initiation.

c. The following are the sewer deduct meter set-up fees:

Set-up Service	Fee
Initial submeter	\$533
Each subsequent deduct meter on the same account installed at the same time	\$333

D. User Classifications.

1. Residential includes single- and multifamily homes, apartment units, trailer houses, and other single-family dwelling units.

2. Commercial (business establishments) shall be charged based on the volume and strength of wastewater discharged into the city sewage system. The commercial category is based on the strength of wastewater typical for the type of business activity using the category descriptions below. For a commercial business not listed in the categories below, the public works director shall determine which category is most closely related to the commercial/business account.

a. *Commercial A.* This category applies to those commercial and business establishments maintaining only restroom facilities for employees and the public, office buildings, churches, and for hotels and motels without a commercial kitchen that discharge to the

same service line. These establishments generally discharge wastewater with a strength of two hundred mg/l biochemical oxygen demand (BOD) and two hundred mg/l total suspended solids (TSS). Customer wastewater with strengths (higher of BOD and TSS) between zero and three hundred mg/l will be classified as Commercial A customers.

b. *Commercial B.* This category applies to those commercial and business establishments such as convenience stores, gas stations, sandwich shops, bakeries, coffee stands/shops, hotels and motels with a commercial kitchen, schools without food preparation, car washes, grocery stores, laundromats, salons, dental offices, and assisted living facilities. These establishments generally discharge wastewater with a strength of four hundred mg/l BOD and four hundred mg/l TSS. Customer wastewater with strengths (higher of BOD and TSS) between three hundred one and five hundred mg/l will be classified as Commercial B customers.

c. *Commercial C.* This category applies to those commercial and business establishments such as restaurants, pizza shops, fast food/drive-in restaurants, and taverns. These establishments generally discharge wastewater with a strength of eight hundred mg/l BOD and eight hundred mg/l TSS. Customer wastewater with strengths (higher of BOD and TSS) between five hundred one and nine hundred mg/l will be classified as Commercial C customers. Any wastewater strengths exceeding nine hundred mg/l will be classified as Industrial customers, per subsection (B)(4) of this section.

d. *Combined/Multiple Uses.* Where multiple uses (e.g., combined commercial and residential uses, or multiple commercial tenants) are combined into a single account, and are served by a common water meter, the monthly sewer rate shall be based on the account's highest user classification of the users discharging to the sewer system.

3. *Schools With Food Prep.* This category applies to schools with food preparation facilities. These establishments generally discharge wastewater with a strength of four hundred mg/l BOD and six hundred mg/l TSS. All schools with food preparation facilities will be classified in this category, regardless of the actual wastewater strengths. (Note: School administration and other office-type buildings that are separate from a school and discharge a wastewater strength typical for a Commercial Category A connection will be charged as a Commercial A account).

4. Industrial shall be charged based on the volume and strength of wastewater discharged into the city sewage system.

Industrial users shall be required to install sampling ports on all wastewater discharges. The sampling port must be on the building's sewer line(s) and representative of the total flow before it discharges into the city's public sewer system. The city will evaluate each

industrial user and determine whether automatic samplers will be required in the sampling ports. If samplers are not required by the city, samples will be taken by the city as described in CEMC Section 13.08.500, Effluent testing. If automatic samplers are required by the city, city-approved samplers shall be installed and maintained continuously in satisfactory and effective operation by, and at the expense of, the industrial user, at the direction of the city. Samples from samplers will be collected by the city monthly for the first twelve months and tested at a laboratory for BOD and TSS concentrations. Once twelve months of testing data is available and an average typical concentration is established, it will be utilized to calculate monthly BOD and TSS loadings for the usage charges. The city may require continued monthly samples to reflect accuracy of the average or may reduce sampling frequency at the city's discretion. All costs associated with sampling ports, samplers, and testing will be the responsibility of the customer, including but not limited to city staff and consultant time, materials, and laboratory testing costs. The industrial customer will be invoiced for these costs separately from the monthly sewer bill.

Existing industrial customers at the time of approval of the ordinance codified in this section will have until January 1, 2025, to install sampling ports. Until sampling ports are installed, existing industrial customers at the time of approval of the ordinance codified in this section will be billed at the Commercial C monthly base rates and two times Commercial C usage charge rates.

a. *General Industrial User Conditions.* The following conditions apply to all industrial users discharging to the city wastewater system:

i. There shall be no unmetered sources of water contributing wastewater discharges to the city sewer system without the knowledge and prior written approval of the city.

ii. The city reserves the right to inspect, observe, measure, sample, and test wastewater discharged to any city facility at any time, including the rights set forth in CEMC Section 13.08.360.

iii. The discharges of industrial users may be restricted to a capacity allocated in an industrial discharge contract with the city, state, or National Pollutant Discharge Elimination System (NPDES) waste discharge permit issued to the user by the Washington Department of Ecology, whichever results in the smaller limit.

iv. The pH of discharges from all industrial users discharging liquids into the public sewers other than the industrial pretreatment system shall not be lower than 6.0 nor greater than 9.0, as determined by monitoring station results. Any discharge of waste outside this range shall be subject to a penalty of two thousand dollars per day. For the

purposes of this monetary penalty, each day's discharge shall be considered a separate event.

v. The city shall charge monetary penalties for any discharge from an industrial user that adversely affects the treatment process operation and compliance with the NPDES requirements. For the purposes of charging monetary penalties, each day's discharge, and each component (flow, BOD, and TSS) shall be considered a separate event. Monetary penalties shall include, but not necessarily be limited to, the following:

(A) All costs associated with providing treatment to the industrial slug discharge.

(B) All costs associated with repair of equipment damaged by, or associated with, providing treatment to the industrial slug discharge.

(C) All costs associated with NPDES permit violations, federal or state government orders resulting from NPDES permit violations, penalties imposed by the federal or state government upon the city for NPDES permit violations, and all costs associated with any citizen lawsuit filed against the city for NPDES permit violations.

(D) Slug discharges lasting five or more consecutive days shall be subject to the surcharge provisions of subsection (B)(4)(a)(iii) of this section whether or not the industrial user's maximum monthly allocated capacity is exceeded.

vi. Outside utility industrial users shall pay one hundred fifty percent of the applicable sewer rates charged to city industrial users.

C. *Increased Charge or Extraordinary BOD Discharge.* The city of Cle Elum reserves the right to make a special increased sewer assessment for users of the public sewer system discharging more than ordinary BOD and/or TSS amounts which are not adequately charged for and addressed under this section.

(Ord. 1677 § 2, 2024)

L E A S E

THIS LEASE is made and entered effective the 1st day January 2025, by and between **The City of Cle Elum**, hereinafter referred to as the **LESSOR**, and **Kittitas County Sheriff's Office**, hereinafter referred to as the **LESSEE**.

W I T N E S S E T H:

The Lessor hereby agrees to lease to the Lessee, and the Lessee hereby agrees to lease from the Lessor, the following described real property:

Lots 21 through 27 of Block 11, Hazelwood Addition to the Town of Cle Elum, as recorded May 18, 1888, in Book 1 of Plats, Page 45.

Kittitas County Assessor Parcel Numbers 753735, 753735 and 763735 in Cle Elum, WA, Kittitas County, State of Washington.

Terms of Said Lease are as follows:

1. **TERM:** The term of this lease shall be for three (3) years and will commence on the 1st day of January 2025 and terminate on the 31st day of December 2027, except as provided hereunder.
 - (a) Lessee and Lessor agree that the parties may modify the terms of this lease, in whole or in part, including but not limited to modifying the area of land covered by this lease, the rental due, the term of duration of this lease and/or any other term of condition of this lease, but only upon such terms as are mutually agreed upon in writing.
 - (b) In the event that Lessor finds it necessary to terminate this lease for reasons not reasonably anticipated at the time of entering into the lease, Lessor shall do so only upon one hundred twenty (120) days written notice, notifying Lessee at Lessee's address of record, that the lease to which this applied is being terminated.
 - (c) In the event that the lease is terminated, all rents shall be pro-rated to the date Lessee shall have restored the premises to the Lessor in accordance with the terms of the lease agreement governing Lessee's duties to restore the premises to Lessor upon expiration of the lease term.
 - (d) It is further agreed that any modification or termination of this lease pursuant to the terms of the lease shall not give rise to any cause of action for damages or any other form of relief by Lessee against Lessor or any successor lessee.
 - (e) In the event of such termination, Lessee understands that other than a refund of any unearned rent prorated to the date Lessee has restored the premises to Lessor, Lessee shall have no claim for compensation as occasioned by said modification or termination.
2. **RENT:** Rent shall be paid in advance on an annual basis, with the first payment due on or before the 1st day of January of each year and continuing thereafter until termination of this lease. The rental rate for each year is twenty-five hundred dollars (\$2,500.00) per month.
3. **UTILITIES:** The Lessee shall pay for all utility services supplied to the premises.
4. **LESSOR'S INFORMATION TECHNOLOGY EQUIPMENT:** Lessor maintains Information Technology equipment on the premises. Lessee will allow Lessor access to said Information Technology equipment, which may require twenty-four (24) hours, seven (7) days a week access with no notice. It is

Lessee's responsibility to safeguard the Information Technology equipment from damage caused by Lessee or other third parties. The Lessee shall be responsible to correct or pay for any damage caused to the Information Technology Equipment that may occur during the term of the lease unless such damage is caused by Lessor.

5. PURPOSE: The Lessee shall utilize the premises primarily for Sheriff's Office purposes supporting Search and Rescue operations.
6. IMPROVEMENTS: Upon termination of this lease, premises shall be left in a neat and orderly condition and without debris. Should the premises not be left in such condition, after Lessee received such notice, Lessor may remove debris left and seek reimbursement from Lessee in any manner allowed by law.
7. REPAIRS: The Lessor shall maintain and repair the structural and exterior portion of the facility, including without limitation roofing and covering materials, foundations, exterior walls, plumbing, fire suppression systems, heating, ventilation and electrical systems installed or furnished by the Lessor, unless such repairs or maintenance is required in whole or in part because of any negligent or wrongful act or omission of the Lessee, its agents, employees or invitees, in which case the Lessee shall pay to the Lessor the cost of such repairs and maintenance.
 - (a) The Lessee agrees that it will not commit waste and that it will keep said premises in a safe, sanitary, neat, presentable, and otherwise good condition, and in general shall comply with all the applicable governmental rules, ordinances and regulations as may be required or imposed by such authorities on said premises and shall comply with any direction pursuant to law of any public officer or officers who shall be empowered to enforce local, state and federal rules, regulations and ordinances upon the Lessee with respect to the said premises or the use, occupancy, or control thereof and shall not suffer any improper or offensive use of said premises.
8. AREA MAINTENANCE: Lessee shall, during the term of this lease, maintain the leased area to the satisfaction of the Lessor. The area shall be kept free of all debris, weeds, and brush for the term of this lease.
9. NOTICES: Any notice given by one party to the other in connection with this agreement shall be in writing and shall be sent by certified or registered mail, return receipt requested as follows:

- (a) If to Lessor, addressed to:

City of Cle Elum
119 West First
Cle Elum, Washington 98922

- (b) If to Lessee, addressed to:

Kittitas County Sheriff's Office
307 W. Umptanum
Ellensburg, Washington 98926

Notice shall be deemed to have been received on the date of receipt as shown on the return receipt.

10. **ASSIGNMENT:** The Lessee shall not assign this lease nor sublet any portion thereof without first obtaining the written consent of the Lessor.
11. **INDEMNIFICATION, HOLD HARMLESS, AND INSURANCE:** The Lessee hereby agrees to defend, indemnify, and hold harmless the Lessor from any and all claims or demands whatsoever arising out of any loss, damage, or injury to persons or property resulting from the Lessee's use or occupancy of said premises and leased area, or caused by the acts or neglect of the Lessee, his agents or employees. It is further specifically and expressly understood that the indemnification provided herein constitutes the Lessee's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated and agreed to by the Lessee and Lessor. The provisions of this section shall survive the expiration or termination of this Lease.

(a) Insurance Term

The Lessee shall procure and maintain for the duration of the Lease, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the Lessee's operation and use of the leased Premises.

(b) No Limitation

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

(c) Minimum Scope of Insurance

Washington Counties Risk Pool. Kittitas County certifies that it is a member of the Washington Counties Risk Pool (the "Pool"), as provided by RCW 48.62.031, and that it is covered by the Pool's Joint Self-Insurance Memorandum of Liability Coverage Document. Claims submitted under Chapter 4.96 RCW ("Actions against political subdivisions, municipal and quasi-municipal corporations") against Lessee, its employees, officers, volunteers and agents and/or actions in connection with or incidental to the performance of this Lease Agreement which Lessee and/or its employees, officers, volunteers, and agents are found to be liable for will be paid by the Pool and/or Lessee.

The Pool's liability limits of \$10,000,000, per occurrence, exceed limits required by the Lease Agreement and provide coverage for commercial general liability, auto liability, and professional liability and shall respond to the same extent as if a commercial insurance policy had been purchased naming Lessor as additional insured.

(d) Minimum Amounts of Insurance

Property insurance shall be written covering the full value of Lessee's property and improvements with no coinsurance provisions.

(e) Other Insurance Provisions

Kittitas County self-insures losses incurred by Lessee that are determined not within coverage (occurrence date or exclusion) of the Pool's Joint Self-Insurance Memorandum of Liability Coverage Document.

(f) Verification of Coverage

Kittitas County shall issue a "Letter of Risk Pool Liability Coverage" to Lessor regarding Lessee's liability coverage for this Lease Agreement. A Pool Memorandum of Liability Coverage (MLC) will also be issued to Lessor, identifying the Lease Agreement and naming Lessor as Certificate Holder.

(g) Waiver of Subrogation

Lessee and Lessor hereby release and discharge each other from all claims, losses and liabilities arising from or caused by any hazard covered by property insurance on or in connection with the Premises or said building. This release shall apply only to the extent that such claim, loss, or liability is covered by insurance.

(h) Notice of Cancellation

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

(i) Failure to Maintain Insurance

Failure on the part of the Lessee to maintain the insurance as required shall constitute a material breach of lease, upon which the Lessor may, after giving five business days' notice to the Lessee to correct the breach, terminate the Lease or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the Lessor on demand.

(j) Lessor Full Availability of Lessee Limits

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

12. DEFAULT: In the event the Lessee shall fail to comply with any of Lessee's commitments, duties or responsibilities under this lease, or any of its conditions or terms as herein stated, the Lessor may terminate this lease by giving thirty (30) days written notice of the conditions or terms being violated. If said failures are not corrected within the thirty (30) day period, this lease may be terminated and the Lessor shall be entitled to peaceably retake possession of the premises, provided the Lessee shall have the right to remove improvements as herein provided. In addition to the provisions hereinabove, and/or as an alternative or cumulative remedy, Lessor may, at its sole election, pursue any other action, redress, or remedy now or hereafter available to Lessor under the laws of the State of Washington, including its Landlord-Tenant laws.

13. WAIVER: No assent, express or implied, by the Lessor to any breach of any of Lessee's covenants, agreements, conditions, or terms hereof shall be deemed or taken to be a waiver of any succeeding breach of any covenant, agreement, condition, or term hereof.
14. APPLICABILITY: The covenants, agreements, terms, and conditions contained in this lease shall apply to and be binding upon Lessor and Lessee and their respective heirs, executors, administrators, successor and assigns.
15. INTEGRATION: Exhibits and Recitals are incorporated herein by this reference. This Lease embodies the entire agreement between the parties with respect to the subject matter herein contained. No amendments or modifications hereof shall be enforceable unless in writing, signed by the party to be charged.

IN WITNESS WHEREOF, the Lessor and Lessee have signed their names and affixed their seals the day and year first above written.

LESSOR:

CITY OF CLE ELUM

Matthew Lundh, Mayor

Debbie Lee, Clerk

LESSEE:

KITTITAS COUNTY SHERIFF

Clayton Myers, Sheriff

CITY OF CLE ELUM
WASHINGTON
RESOLUTION NO. 2025-007

**A RESOLUTION OF THE CITY OF CLE ELUM,
WASHINGTON, ADOPTING THE 2025 FEE SCHEDULE**

WHEREAS, the City desires to adopt a comprehensive fee schedule for 2025; and

WHEREAS, the City Council reviews and amends the city's fee schedule as needed; and

WHEREAS, the City Council reviewed and discussed the proposed Fee Schedule at their regular meeting on February 11, 2025; and

WHEREAS, the City has updated the 2025 fee schedule to reflect current costs associated with, for example, City-issued permits and licenses.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLE ELUM, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. 2025 Fee Schedule, Adopted. The "2025 Fee Schedule" attached hereto as Exhibit A, and including Exhibit B – Staff Time, is adopted by reference as if fully set forth herein.

PASSED BY THE CLE ELUM CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 11th, DAY OF FEBRUARY 2025.

CITY OF CLE ELUM

Matthew Lundh, Mayor

ATTEST/AUTHENTICATED:

Debbie Lee, City Clerk

Approved as to form:

Alexandra L. Kenyon, City Attorney

Filed with the City Clerk:	02/11/2025
Passed by the City Council:	
Resolution No.	2025-007
Date Posted:	02/11/2025

City of Cle Elum 2025 Fee Schedule

Abbr.	Permit	App. Type	Permit Fee	Additional Fees ^{1,2,3,4}	Related Permit
COMMUNITY DEVELOPMENT					
ANX	Annexation	IV	\$2,500	Staff/Consultant Time ¹	RZN, RZN-CPA
BSP	Binding Site Plan	II	\$1,600.00	Staff/Consultant Time ¹ plus \$25 per lot Recording Fees ² \$175.00 ^{3,4}	SEPA
BLA	Boundary Line Adjustment (includes combining parcels)	I	\$600.00	Staff/Consultant Time ¹ Recording Fees ²	
BLA-S	Segregation of Platted Lots	I	\$500.00	Staff/Consultant Time ¹	
CPA	Comp Plan Map/Text Amendment	IV	\$1,500.00	Staff/Consultant Time ¹ Recording Fees ² \$175.00 ^{3,4}	SEPA
CUP	Conditional Use Permit	III	\$1,200.00	Staff/Consultant Time ¹ \$175.00 ^{3,4}	
CA	Critical Areas Permit	I	\$300.00	Staff/Consultant Time ¹	SEPA
DA	Development Agreement	IV	\$2,500	Staff/Consultant Time ¹	RZN, RZN-CPA
EVT	Events in Public Right of Way		\$75	Staff/Consultant Time ¹	Fire Permit, Cle Elum General Business License
EIS	EIS Preparation/Review		\$1,000.00	Staff/Consultant Time ¹	
F-PLAT	Final Plat Approval (Except BSP)	I	\$75 per lot	Staff/Consultant Time ¹ Recording Fees ²	
FP	Floodplain Development Permit	II	\$1,000.00	Staff/Consultant Time ¹ \$175.00 ^{3,4}	
FRAN-MP	Franchise Master Permit	IV	\$2,500	Staff/Consultant Time ¹ Recording Fees ² \$175.00 ^{3,4}	Letter, checklist, ordinance
FRAN-UP	Franchise Use Permit	III	\$100.00	Staff/Consultant Time ¹ Recording Fees ² \$175.00 ^{3,4}	
GP	Grading, Excavation and Filling Permit	I	\$600.00		
HPC	Historic Preservation - Certificate of Appropriateness	II	\$50.00		Building Permit, or other
HOC	Home Occupation Permit	I	\$220.00	Staff/Consultant Time ¹	Cle Elum Home Occupation Business License
PLAT-Rev	Plat Revision After Preliminary Approval	I-IV	Staff Time ¹	Staff/Consultant Time ¹ \$175.00 ^{3,4}	F-Plat
PMU	Planned Mixed Use Approval	IV	TBD	Staff/Consultant Time ¹ Recording Fees ²	SEPA
PreAp	Pre Application Conference	II, III, IV	\$750	Staff/Consultant Time ¹	Type II, III, IV Permit

City of Cle Elum 2025 Fee Schedule

Abbr.	Permit	App. Type	Permit Fee	Additional Fees ^{1,2,3,4}	Related Permit
RZN	RZN - Rezone	IV	\$1,500.00	Staff/Consultant Time ¹ Recording Fees ² \$175.00 ^{3,4}	
RZN-CPA	Rezone with Comp Plan Amendment	IV	\$1,775.00	Staff/Consultant Time ¹ Recording Fees ² \$175.00 ^{3,4}	SEPA
S	Sign Permit	I	1-2 signs \$300 \$75 each additional sign		Cle Elum General Business License
S-TEMP	Temporary Sign Deposit	I	\$50 deposit		
SD	Sidewalk Displays and Advertisement Permit	I	\$50/year		Cle Elum General Business License
SDR	Site and Design Review	I	\$350.00	Staff/Consultant Time ¹ N/A	Building Permit Cle Elum General Business License
SEPA	SEPA Checklist	III or IV	\$800.00	\$175.00 ^{3,4}	
SEPA-TD	SEPA Threshold Determination	I	\$150	Staff/Consultant Time ¹	SEPA
SHR	Shoreline Permit (Substantial Dev, Cond, Var)	I-IV	\$1,200.00	Staff/Consultant Time ¹ \$175.00 ^{3,4}	
SHRE	Shoreline Exemption	I	\$250.00	Staff/Consultant Time ¹	
SP	Preliminary Short Plat (<9 parcels)	II	\$1,000.00	Staff/Consultant Time ¹ Recording Fees ² \$175.00 ^{3,4}	SEPA
STR	Short-Term Rental Permit	I	\$400 Building \$480 Planning \$120 Bus lic addn'l		Cle Elum General Business License CUP Building Inspection Fire Inspection
STR-AR	Short-Term Rental - Annual Renewal	I	\$250.00		Cle Elum Business License Building Inspection Fire Inspection
SUB	Preliminary Subdivision (>10 parcels)	IV	\$2,000.00	Staff/Consultant Time ¹ \$175.00 ^{3,4}	SEPA
SUP	Special Use Permit	I	\$300.00	N/A	Events In Public Right of Way Fire Permit
VAC	Right of Way Vacations (Street/Plat/Alley)	IV	\$700.00	Staff/Consultant Time ¹ Recording Fees ² \$175.00 ^{3,4} plus appraisal, legal and 100% land value costs	
VAR I	Variance from Devel. Standards	I	\$500	Staff/Consultant Time ¹	
VAR II	Variance from Devel. Standards	II	\$500	Staff/Consultant Time ¹ \$175.00 ^{3,4}	
VAR III	Variance from Devel. Standards	III	\$700	Staff/Consultant Time ¹ \$175.00 ^{3,4}	

City of Cle Elum 2025 Fee Schedule

Abbr.	Permit	App. Type	Permit Fee	Additional Fees ^{1,2,3,4}	Related Permit
APPEALS					
	Appeal of Administrative or Land Use Decision		\$600.00		
	Critical Areas Appeal		\$250.00		
	CUP Appeal		\$250.00		
	SEPA Appeal		\$550.00		
	Franchise Master Permit Appeal		\$550.00		
	Franchise Use Permit Appeal		\$250.00		
PUBLIC WORKS					
	Airport Use Permit		\$250/day		Special Use Permit
	Event Trailer Rental Use		\$100/event day		Events In Public Right of Way
	Fireworks Display Permit/Firework Sales Permit		\$250.00		Cle Elum General Business License Fire Permit
OV	Oversized Load Permit		\$200.00		Cle Elum General Business License
ROW	Work in City Right of Way Permit		\$200.00	.50 per lineal foot	Cle Elum General Business License
BUSINESS LICENSING					
	Business License Endorsements	App. Type	Base Fee	Additional Fees^{1,2,3,4}	Related Permit²
	<i>Business license fees paid to Department of Revenue (DOR) with exception in some cases of Contractors license.</i>				
	Home Occupation Business License		\$30.00		HOC
	Contractor License		\$60.00		
	Cle Elum General Business - Non-Resident:				
	\$0- \$5,000 Gross		\$0.00		
	Above \$5,000 Gross		\$60.00		
	Cle Elum General Business:				Fire Inspection
	1-2 employees		\$30.00		
	3-5 employees		\$60.00		
	6-10 employees		\$100.00		
	11-25 employees		\$150.00		
	26-50 employees		\$275.00		
	51 or more employees		\$375.00		
	LATE FEES AND PENALTIES				
	Unpaid license fees after 90-days		\$25.00		

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Abbr.	Permit	App. Type	Permit-Base Fee	Conditional-Additional Fees ^{1,2,3,4}	Related Permit ²
COMMUNITY DEVELOPMENT					
ANX	Annexation	IV	\$2,500	Staff/Consultant Time ¹	RZN, RZN + Amend RZN-CPA, CODE+AM
BSP	Binding Site Plan	II	\$1,600.00	Staff/Consultant Time ¹ plus \$25 per lot Recording Fees ² \$175.00 ^{3,4}	SEPA
BLA	Boundary Line Adjustment (includes combining parcels)	I	\$600.00	Staff/Consultant Time ¹ Recording Fees ²	
BLA-S	Segregation of Platted Lots	I	\$500.00	Staff/Consultant Time ¹	
CPA	Comp Plan Map/Text Amendment	IV	\$1,500.00	Staff/Consultant Time ¹ Recording Fees ² \$175.00 ^{3,4}	SEPA
CUP	Conditional Use Permit (CUP)	III	\$1,200.00	Staff/Consultant Time ¹ \$175.00 ^{3,4}	
CA	Critical Areas Permit	I	\$300.00	Staff/Consultant Time ¹ \$175.00^{5,6} (+, -)	SEPA
DA	Development Agreement	IV	\$2,500	Staff/Consultant Time ¹	RZN, RZN-CPA RZN + Amend , CODE+AM
EVT	Events in Public Right of Way		\$75	Staff/Consultant Time ¹	Fire Permit, Cle Elum General Business License
EIS	EIS Preparation/Review		\$1,000.00	Staff/Consultant Time ¹	
F-PLAT	Final Plat Approval (Except BSP)	I	\$75 per lot	Staff/Consultant Time ¹ Recording Fees ²	
FP	Floodplain Development Permit	II	\$1,000.00	Staff/Consultant Time ¹ \$175.00 ^{3,4}	
TEL-MP FRAN-MP	Telecom/Cable Franchise Master Permit	IV	\$2,500	Staff/Consultant Time ¹ Recording Fees ² \$175.00 ^{3,4}	Letter, checklist, ordinance
TEL-UP FRAN-UP	Telecom/Cable Franchise Use Permit	III	\$100.00	Staff/Consultant Time ¹ Recording Fees ² \$175.00 ^{3,4}	
GP	Grading, Excavation and Filling Permit	I	\$600.00		
HPC	Historic Preservation - Certificate of Appropriateness	II	\$50.00		Building Permit, or other
HOC	Home Occupation Permit (HOC)	I	\$220.00	N/A Staff/Consultant Time ¹	Cle Elum Home Occupation General Business License
PLAT-Rev	Plat Revision After Preliminary Approval	I-IV	Staff Time ¹	Staff/Consultant Time ¹ \$175.00 ^{3,4}	F-Plat
PMU	Planned Mixed Use Approval	IV	TBD	Staff/Consultant Time ¹ Recording Fees ²	SEPA
PreAp	Pre Application Conference	II, III, IV	\$750	Staff/Consultant Time ¹	Type II, III, IV Permit

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S	Sign Permit	I	1-2 signs \$300 \$75 each additional sign		Cle Elum General Business License /Sidewalk Seating
S-TEMP	Temporary Sign Deposit	I	\$50 deposit		
SD	Sidewalk Displays and Advertisement Permit	I	\$50/year		Cle Elum General Business License
SDR	Site and Design Review	I	\$350.00	Staff/Consultant Time ¹ N/A	Building Permit Cle Elum General Business License
SEPA	SEPA Checklist (Single Parcel, Non-Commercial)	III or IV	\$650.00	\$175.00^{5,6} (+, -)	
SEPA	SEPA Checklist (Commercial)	III or IV	\$800.00	\$175.00 ^{3,4}	
SEPA-TD	SEPA Threshold Determination	I	\$150	Staff/Consultant Time ¹	SEPA
SHR SHR	Shoreline Permit (Substantial Dev, Cond, Var)	I-IV	\$1,200.00	Staff/Consultant Time ¹ \$175.00 ^{3,4}	
SHPE SHRE	Shoreline Exemption	I	\$250.00	Staff/Consultant Time ¹	
SP	Preliminary Short Plat (<9 parcels)	II	\$1,000.00	Staff/Consultant Time ¹ Recording Fees ² \$175.00 ^{3,4}	SEPA
STR	Short-Term Rental Permit	I	\$400 Building \$480 Planning \$120 Bus lic addn'l		Cle Elum General Business License CUP Building Inspection Fire Inspection
STR-AR	Short-Term Rental Permit - Annual Review - Renewal	I	\$120.00 \$250.00		Cle Elum Business License Building Inspection Fire Inspection
SUB	Preliminary Subdivision (>10 parcels)	IV	\$2,000.00	Staff/Consultant Time ¹ \$175.00 ^{3,4}	SEPA
SUP	Special Use Permit	I	\$300.00	N/A	Events In Public Right of Way Fire Permit
VAC IV	Right of Way Vacations (Street/Plat/Alley)	IV	\$700.00	Staff/Consultant Time ¹ Recording Fees ² \$175.00 ^{3,4} plus appraisal, legal and 100% land value costs	
VAR I	Variance from Devel. Standards	I	\$1000 \$500	Staff/Consultant Time ¹	
VAR II	Variance from Devel. Standards	II	\$1000 \$500	Staff/Consultant Time ¹ \$175.00 ^{3,4}	
VAR III	Variance from Devel. Standards	III	\$1500 \$700	Staff/Consultant Time ¹ \$175.00 ^{3,4}	

Abbr.	Permit	App. Type	Permit-Base-Fee	Conditional- Additional Fees ^{1,2,3,4}	Related Permit ²
APPEALS					
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	Critical Areas Appeal	NA	\$250.00		
	CUP Appeal	NA	\$250.00		
	SEPA Appeal	NA	\$550.00		
	Telecom/Cable Franchise Master Permit Appeal		\$550.00		
	Telecom/Cable Franchise Use Permit Appeal		\$250.00		
PUBLIC WORKS					
	Airport Use Permit		\$250/day		Special Use Permit
	Event Trailer Rental Use		\$100/event day		Events In Public Right of Way
	Fireworks Display Permit/ Firework Sales Permit		\$250.00		Cle Elum General Business License Fire Permit
	Water Filling Station—use fee		\$15 per 1,000gal- with \$15 minimum		Cle Elum General Business License for Commercial use
OV	Oversized Load Permit- Fee		\$200.00		Cle Elum General Business License
ROW	Work in City Right of Way Permit- Review		50 \$200	.50 per lineal foot	Cle Elum General Business License
BUSINESS LICENSING					
	Business License Endorsements	App. Type	Base Fee	Additional Fees ^{1,2,3,4}	Related Permit ²
	<i>Business license fees paid to Department of Revenue (DOR) with exception in some cases of Contractors license. STR addn'l portion and Contractors license-</i>				
	Short Term Rental Business License addn'l portion		\$120.00-		STR; Cle Elum General Business
	Home Occupation Business License		\$30.00		HOC
	Contractor License		\$60.00		
	Cle Elum General Business - Non-Resident:				
	\$0- \$5,000 Gross		\$0.00		
	Above \$5,000 Gross		\$60.00		
	Cle Elum General Business:				Fire Inspection
	1-2 employees		\$30.00		
	3-5 employees		\$60.00		
	6-10 employees		\$100.00		
	11-25 employees		\$150.00		
	26-50 employees		\$275.00		
	51 or more employees		\$375.00		
	LATE FEES AND PENALTIES				
	Unpaid license fees after 90-days		\$25.00		

[illegible]



CITY OF CLE ELUM

2025 STAFF/CONSULTANT TIME AND EQUIPMENT

HOURLY RATES

EXHIBIT B

STAFF POSITION		SALARY AND BENEFITS STAFF RATES ^{1,2}	CONSULTANTS	FEE ³	CONSULTANTS CON'T	FEE ³
CITY HALL			HLA CIVIL ENGINEERING		LEGAL FEES -- KENYON DISEND	
ADMINISTRATOR/BLDG. OFF.	\$	116.00	SENIOR PRINCIPAL ENGINEER	\$		
CLERK	\$	67.00	LICENSED PRINCIPAL LAND SURVEYOR	\$	ATTORNEY	\$190 TO \$435
BILLING CLERK	\$	50.00	LICENSED PRINCIPAL ENGINEER	\$	PARALEGAL	\$155 TO \$180
FINANCE DIRECTOR	\$	97.00	LICENSED PROFESSIONAL ENGINEER	\$		
PLANNER	\$	68.00	OTHER LICENSED PROFESSIONAL	\$		
OFFICE ASSIST./PLAN. TECH	\$	55.00	PROJECT ENGINEER II	\$		
			CONSTRUCTION SUPERVISOR	\$	PLANNING FEES -- PERTEET	
PUBLIC WORKS			PLANNER 3	\$		
PUBLIC WORKS DIRECTOR	\$	90.00	LICENSED PROF. LAND SURVEYOR	\$	PL1	\$116
FIELD SUPERVISOR	\$	65.00	PROJECT ENGINEER I	\$	PL2	\$163
MECHANIC	\$	62.00	CONTRACT ADMINISTRATOR III	\$	PL3	\$173
CREW MEMBER	\$	52.00	RESIDENT ENGINEER 2	\$		
LIBRARY			PLANNER 2	\$	EQUIPMENT	
LIBRARIAN	\$	63.00	CAD TECHNICIAN	\$		FEE ⁴
			ENGINEERING TECHNICIAN III	\$	SEWER JETTER	\$ 89.00
POLICE			PLANNER 1	\$	SEWER CAMERA	\$ 82.00
POLICE CHIEF	\$	115.00	RESIDENT ENGINEER 1	\$	SERVICE TRUCK	\$ 40.00
SERGEANT	\$	80.00	SURVEYOR	\$	STREET SWEEPER	\$ 79.00
OFFICER/RESERVE OFFICER	\$	73.00	SURVEYOR, TWO MAN CREW	\$	PICKUP/VEHICLE	\$ 23.00
POLICE CLERK	\$	65.00	CONTRACT ADMINISTRATOR II	\$	BUCKET TRUCK	\$ 27.00
ANIMAL CONTROL	\$	43.00	ENGINEERING TECHNICIAN II	\$	EXCAVATOR	\$ 59.00
			SURVEYOR, THREE MAN CREW	\$	LOADER	\$ 53.00
FIRE			CONTRACT ADMINISTRATOR I	\$	WATER TRUCK	\$ 60.00
FIRE CHIEF ADMINISTRATOR	\$	89.00	ENGINEERING TECHNICIAN I	\$	5 YARD DUMP TRUCK	\$ 61.00
			ADMINISTRATIVE/CLERICAL	\$	10 YARD DUMP TRUCK	\$ 76.00
			VEHICLE MILEAGE	FEDERAL RATE	DURAPATCHER (NOT INCLUDING MATERIALS)	\$ 43.00
					GRADER	\$ 89.00

NOTES

1. A 10% ADMINISTRATIVE FEE IS ADDED TO ALL CITY STAFF TIME AND INCLUDED IN THE ABOVE RATES.
2. OVERTIME OR AFTER HOURS STAFF TIME IS BILLED AT 1.5 TIMES THE REGULAR RATE ABOVE.
3. CONSULTANT FEES MAY INCLUDE OTHER CONSULTANTS OR SPECIALISTS, AS DEEMED NECESSARY BY THE CITY.
4. EQUIPMENT RATES DO NOT INCLUDE STAFF TIME TO OPERATE EQUIPMENT.



CITY OF CLE ELUM
Cle Elum Fire Chief Administrator

**AGENDA STAFF
REPORT**

Agenda date: February 11, 2025

ACTION REQUESTED: Council approves the mayor signing two Task Orders
First Task order 02-City streets and alleys
Second Task Order 03-City Wastewater treatment area

BACKGROUND: In accordance with our KCCD agreement, each project requires a separate task order. These two projects involve fire mitigation in proposed areas. KCCD will issue a bid for the project, and work will commence once a contractor is selected, and the fire risk hazard is addressed. The fire advisory committee under the outlined work established by Phil Hess has agreed and in support of the mayor to sign set task orders.

RECOMMENDATION: Council approves the mayor to sign Task Orders 02 Cle Elum City Streets and alleyways and 03 Wastewaters Treatment properties.

Attachments: Cle Elum City Fire Resiliency Veg Mgt PDF
City Sts-Alleys for treatment 2-6-2024
Exit 85 Stand Description A & T 7-19-23
Exit 85 Stand Map T & A 7-19-23

LEAD STAFF: Ed Mills
Fire Chief Administrator

City of Cle Elum Fire Resiliency Planning – North of 3rd Street -- Community
Wildfire Defense Grant (CWDG) – Jan, 2024

Submitted to Cle Elum Fire Chief Mills, the Advisory Committee and others for consideration.

by Phil Hess **Jan 16,2024**

Introduction – Discussion.

As discussed at the Jan 4 Advisory committee meeting I have prepared the following list of overgrown city street & alley right of ways without roads that are, in my opinion, a extremely high fire risk to that portion of the town north of 3rd street, from Yakima Ave west to N. Stafford St.

Funding: Kittitas County has recently been awarded a \$10 million CWDG grant. Project applications can now be submitted to Kittitas County Conservation District (KCCD). I recommend we go to City Council for approval to proceed with the application process.

Acknowledged: there are many private properties that contribute to the high fire risk but I believe we should set the example of vegetation management to reduce what I believe is extreme fire risk. It is probable to add additional high fire risk private parcels once we begin application processes with the KCCD CWDG administrator.

Beginning from Yakima Ave going west north of 4th Street.

Does not include anything West of Stafford.

Does not include all alleys

Street or Alley Segment	Acres	
North end of Yakima Ave	1.2	N. end of Centennial park; joins City hts to the north
E. 4 th Street east to N Peoh Ave	0.1	Joins Randleman to the north
City lots including E. 4 th St E. of Penn Ave	12.5	Joins City hts to N. and East Pic on p. 2
Penn Ave: 4 th St to 5 th St	0.7	
W. 4 th St from Oaks to Penn Ave	0.8	
Penn Ave & Oaks Ave N. of 6 th St & Alleys	2.0	Joins City Hts to the north
Billings Ave from W. 4 th St to W. 5 th St	0.3	
N. Stafford Ave – W. 5 th St	1.0	Below (south) of 6 th St water tank.
TOTAL	18.6	

I recommend we pursue the process for applying for the now available CWDG funds. **Estimated cost items are:**

- 1) Detailed inventory of all overgrown streets and alleys within the subject area.
- 2) On the ground delineation of streets and alleys with determination of treatment limits.
- 3) Property boundary delineation of the City lots off the east end of 4th & 5th streets
- 4) Professionally prepared unit by unit prescription.
- 5) Bid preparation and contractor selection.
- 6) Contact/notify adjacent and affected property owners
- 7) The Actual work and contract supervision.

NOTE to Ed: I recommend we take this to the City Council for approval to proceed at the Feb 13th or Feb. 27th meeting . Once council approved I will pursue the funding process with KCCD.

At the City level we **need to decide** how the boundaries will be marked on site. I recommend steel posts because there will be **needed periodic vegetation management entries to maintain fire resiliency.**

Examples of overgrown City lots and streets as of Sept 1, 2023..



City Lots of E end of 5th St looking E.



6th Street at Penn Ave looking E.



Looking N on Oaks from 6th St



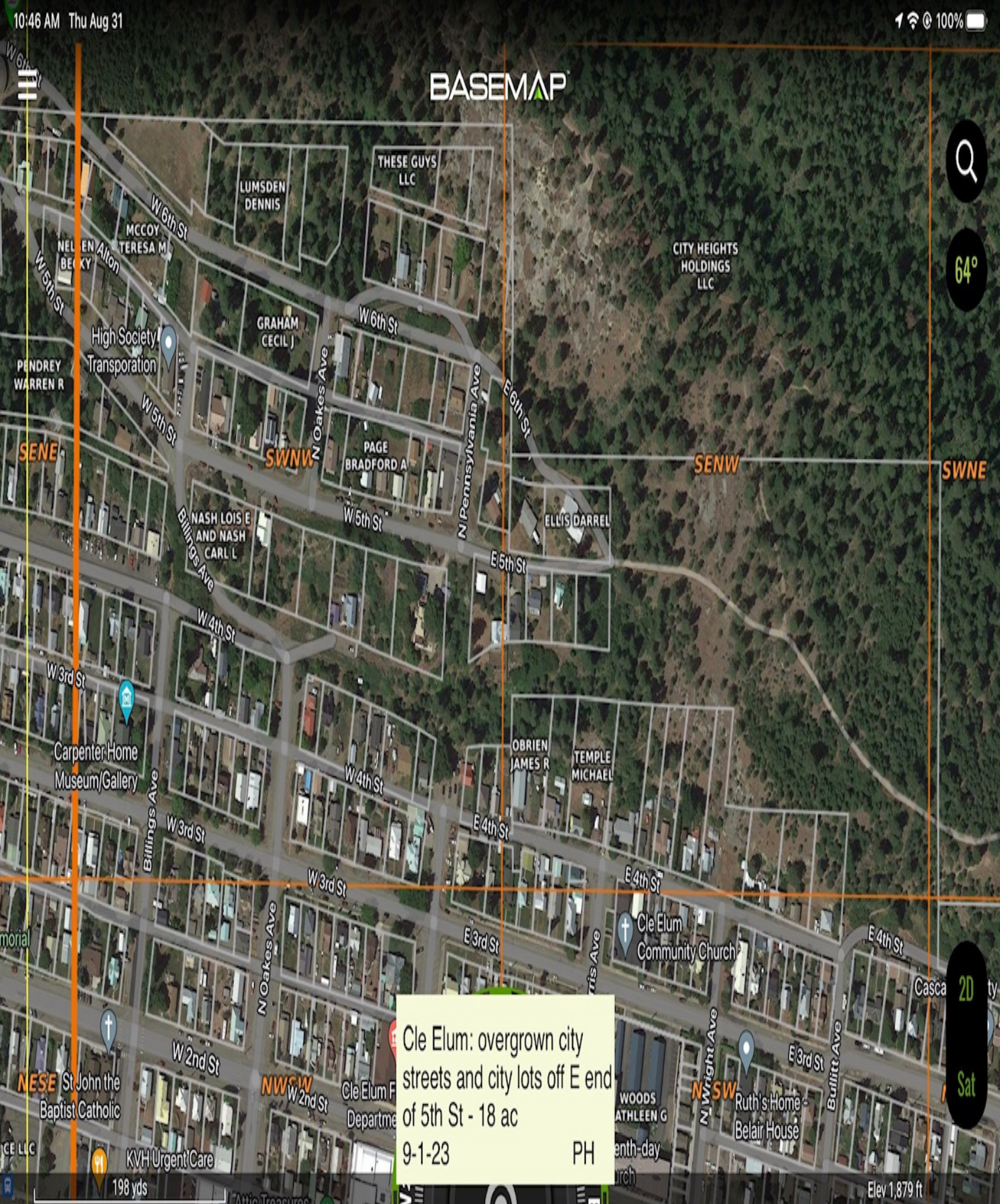
N. Stafford from 5th St looking South

The old belief is that if there's a fire, the first thing you do is call the fire department.

Neighbors, you live in a forest ! The first thing you do is well before there is a fire. You clean up your landscape – clear away combustible vegetation and debris around your buildings. And you keep it up !!

BASEMAP

64°



Cle Elum: overgrown city streets and city lots off E end of 5th St - 18 ac
9-1-23 PH

2D

Sat

Stand 1, 14 acres

This is the northern most stand on the west side of exit 85. Stand 1 borders the treatment plant to the west, BNSF land to the north, exit 85 to the east, and Stand 2 to the south. Our plot was located in the eastern portion of the stand.

This is a multi-layered stand with multiple components. The west third of this stand is a dense, cottonwood (CW) dominated marsh. The center of the stand is open, PP forest (~30 TPA), and the east portion of the stand is mixed PP and cottonwood. There is a belt of dense cottonwoods along the north edge of the stand, and around the small creeks which run through the stand. There are a few DF in the understory scattered around the stand.

The dominant shrubs are snowberry, mahonia, choke cherry, and bitterbrush. The herbaceous layer is dominated by yarrow, grasses including wildrye and fescue, and buckwheat. The shrub layer is dense around the areas of water.

There are around 3 WLTs per acre in this stand. They occur in clumps throughout the stand and are the result of western pine beetle mortality. No mistletoe was observed. There is a lot of regen of all tree species, but mostly PP. There are old, rotted stumps in this stand. The crown closure ranges from 40% to 80%, with a closure of 68% in the plot.

Regen per acre by species (<4")

PP	DF	CW
240	10	40

TPA by Species (> 4")

PP	CW
80	10

Metrics

Plot size	TPA	QMD	BA/Ac	SDI	LCR
1/10 ac	90	15"	115 ft ²	173	69%

Cored Trees

Species	RPI	RPI previous	Age	Height (ft)	DBH (in)	LCR
PP	17	27 (1955-'82)	88	83	17	55
PP	14	Uniform	62	59	18	85

The second tree was alone in the middle of an opening.

Prescription

Limb all trees to 10'. Remove all PP and DF under 8" DBH. Retain all snags and large cottonwoods for wildlife habitat. Construct 1-2 habitat piles per acre in openings. Retain wetland buffers.

Stand 2, 11.3 acres

This stand is located in the middle of the unit that lies west of the freeway exit. It borders Stand 1 to the north, the treatment plant to the west, Stand 3 to the south, and exit 85 to the east. Our plot was located in the eastern portion of the stand, on the edge of an opening.

This is a multi-layered stand with multiple components, similar to Stand 1, with less open space. The west third of this stand is a pond with surrounding wetlands, which is dominated by CW. It is relatively open in center of the stand and is co-dominated by mature PP and CW. The southeast portion is co-dominated by mature PP and CW. There are creeks and small ponds throughout the stand with thick shrubs and trees up to 1000 TPA in the densest areas. There is some scattered DF in the understory.

The dominant shrubs are snowberry, mahonia, and rose. There is also some ocean spray and hawthorn. The herbaceous layer is dominated by grasses including fescue, wildrye, and squirrel-tail bottlebrush.

There are many snags in areas of this stand, up to 12 per acre in some spots. There are a few dead CW, but most are PP and the result of western pine beetle. No mistletoe was observed. Crown closure ranged from 50% - 90%, with a closure of 72% in the plot.

Regen per acre by species (<4")

PP	CW
260	40

TPA by Species (> 4")

PP	CW
100	20

Metrics

Plot size	TPA	QMD	BA/Ac	SDI	LCR
1/20 ac	120	19"	233 ft ²	336	74%

Cored Trees

Species	RPI	RPI previous	Age	Height (ft)	DBH (in)	LCR
PP	15	31 (1950-'81)	93	84	21	55

The majority of the pines that were a good size to core were beetle killed. Most of the remaining trees were small or too large to core.

Prescription

Limb all trees to 10'. Remove all PP and DF under 8" DBH. Retain large CW and WLTs for habitat. Construct habitat piles in openings where available. Retain wetland buffers. A commercial thin may be necessary in the corner that borders the freeway to significantly reduce BA/Ac.

Stand 3, 12.5 acres

Stand 3 is the southernmost stand on the west side of exit 85. It borders Stand 2, and the treatment plant to the north, the freeway to the south, and shares a small border with private land to the west. We were unable to record plot data from this stand.

This stand is mostly wetlands and ponds with CW and PP throughout. It is inaccessible from the interior of the unit but may have some access from the freeway.

Prescription

Leave this stand. Thinning work is not possible due to inaccessibility.

Stand 4, 5.5 acres

This is the only stand on the east side of exit 85. It borders private land to the north, a large pond to the east, and the freeway exit to the west. Our plot was located in the north-central part of this stand.

This is a single story, PP dominated stand. It borders a pond, so there is a riparian buffer which includes CW and red alder. There are a few small DF scattered around the stand.

The dominant shrubs include mahonia and snowberry. There is also serviceberry, hazelnut, vine maple, mock orange, and choke cherry closer to the riparian area. The herbaceous layer is minimal due to the density of canopy cover, but it is dominated by bulbous blue grass, yarrow, and hawkweed.

There are a few WLTs around from western pine beetle attacks. No mistletoe was observed in this stand. There is little decaying wood on the ground. Almost no regen and few small trees. The crown closure ranges from 60% - 90%, with a closure of 80% in the plot.

Regen per species (<4")	PP	TPA by Species (> 4")	PP	acre by
	0		120	

Metrics

Plot size	TPA	QMD	BA/Ac	SDI	LCR
1/10 ac	120	19"	238 ft ²	336	34%

Cored Trees

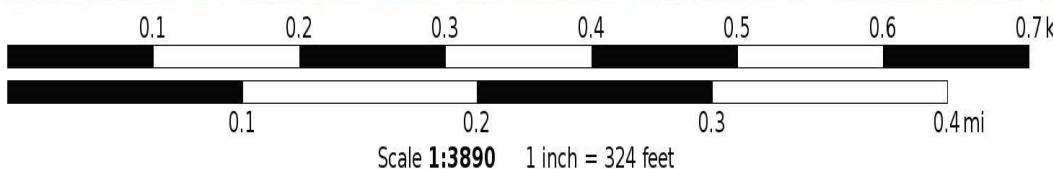
Species	RPI	RPI previous	Age	Height (ft)	DBH (in)	LCR
PP	19	Uniform	83	95	18	45
PP	32	12 (1967-'79)	78	90	20	40

Prescription

Commercial thin down to 40-60 TPA. Retain larger snags. Create other large snags at 6-10 per acre and 1-2 habitat piles per acre.



Mercator Projection
WGS84
UTM Zone 10T

CITY OF CLE ELUM WASHINGTON

RESOLUTION NO. 2025 - 005

A RESOLUTION DECLARING THE CITY OF CLE ELUM IS NOT A SANCTUARY CITY AND EXPRESSING ITS INTENT TO COOPERATE WITH FEDERAL LAW ENFORCEMENT WHERE PRACTICAL, INCLUDING ON MATTERS RELATING TO IMMIGRATION AND DRUG LAWS.

WHEREAS the City of Cle Elum is committed to upholding the rule of law and ensuring the safety and security of its residents; and

WHEREAS, the United States Constitution and federal laws establish immigration and drug enforcement policies, which are implemented by federal agencies; and

WHEREAS, the City of Cle Elum recognizes the importance of cooperating with federal law enforcement agencies, including but not limited to, the Department of Homeland Security, Immigration and Customs Enforcement (ICE), and the Drug Enforcement Administration (DEA); and

WHEREAS, the City of Cle Elum desires to make clear its position that it is not a sanctuary city and does not enact policies that restrict or impede cooperation with federal law enforcement agencies; and

WHEREAS, the City Council of Cle Elum acknowledges that local law enforcement resources should be primarily dedicated to public safety matters within the City's jurisdiction while maintaining reasonable and lawful cooperation with federal authorities where practical and necessary.

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

Section 1. Non-Sanctuary City Declaration. The City of Cle Elum hereby declares that it is not a sanctuary city and does not enact or maintain policies that prohibit or discourage cooperation with federal immigration and drug enforcement efforts.

Section 2. Cooperation with Federal Authorities. The City of Cle Elum affirms its intent to cooperate with federal law enforcement agencies, including ICE and the DEA, in a manner consistent with applicable federal, state, and local laws. Such cooperation shall be conducted where practical and within the lawful authority of the City.

Section 3. Local Law Enforcement Priorities. The Cle Elum Police Department shall continue to prioritize public safety and local law enforcement responsibilities while maintaining lawful cooperation with federal authorities when required.

Section 4. **Severability.** If any section, subsection, clause, or phrase of this Resolution is found to be invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution.

Section 5. **Effective Date.** This Resolution shall take effect immediately upon its adoption.

PASSED BY THE CLE ELUM CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE ____
DAY OF _____, 2025.

CITY OF CLE ELUM

Matthew Lundh, Mayor

ATTEST/AUTHENTICATED:

Debbie Lee, City Clerk

Filed with the City Clerk:
Passed by the City Council:
Resolution No.:
Date Posted:



REQUEST FOR LEAK ADJUSTMENT

Please review the [City of Cle Elum Code 13.12.115](#) Petition for and relief from water bill. If you feel you are entitled to an adjustment, please complete this form, and return this to the Utilities Department acasassa@cleelum.gov, or in person at City Hall or by mail to

City of Cle Elum
119 West First St
Cle Elum, WA 98922

For Any questions, please call 509 674-2262

Date: 1-24-25

Name: Myles Turpen Account #: 3346

Service Address: 315 W 2nd St

City: Cle Elum State: WA Zip: 98922

Phone: (206) 607-7207

Mailing Address if different than property address: _____

Date leak was discovered: 1-10-25

Date leak was fixed: 1-10-25

Description of leak including location and how it was fixed:

<u>See attachment and Emails</u>

315 W 2nd St Cle Elum WA

Myles & Amanda Turpen

Waterbill Dispute

December

In ~~November~~ of 2024 we received a door hanger notifying us of a possible water leak. I checked are water lines in basement and crawl space. My crawl space goes from 4ft to 1½ ft. I checked for water leaking out of the ceiling of my basement and crawl space and saw none. Adding a little back story my wife and I bought this house in August, so I thought I had inspected all of my plumbing. In beging of January we received another door hanger as well as a huge bill. I called the City to come run a check on my meter and see if leak was between meter and house or in house. ~~We~~ We concluded it was some where in my house. I then tore all

my insulation out to inspect all my pipes. I then crawled under my house, it was so tight I had to pull my self under all the floor joists. I made it to the end of my pipes to where I found a pipe that ran under ground. I was hidden by R32 bats insulation and my vapor barrier. There I found a ball valve to which I turned off. This pipe ran to a frost free water spout out side. The pipe that feeds that spout is under my deck which sits at ground level. This stopped the leak. I never saw the water or evidence of the leak due to wear it was. I will include a video and photos via email.

Thanks for your time
- Myles Turpen.

Amanda Turpen
315 West Second St
Account # 3346

Leak was detected when meters were read November billing period a door hanger was hung at the residents first week of December. The meter was reading 0.8 gpm

Leak was detected when meters were read December billing period another door hanger has hung at the residents. The meter was reading 1.6 gpm.

Myes called Jan 7th to have the water meter checked with the shut water off in the house to isolate the leak. See work order attached.

Myles did send me a video of the shut off valve he finally found under the deck with a small crawl space.

The credit for December Billing if approved would be: Water and Sewer \$ 627.28.

Water \$106.44

Water reserve \$52.63

Water Tax \$ 9.54

Sewer Consumption \$ 71.30

Sewer Excess \$ 361.59

Sewer Tax \$ 25.98

Total \$627.48

Work Order #: 1576

Work Order Date: 01/07/25

Work Type:

Priority:

Request Type: Internal

Attending Staff: Audrey Casassa

Requester Name: Amanda and Miles Turpen

Requester Phone: 425 346-2274

Assigned Water

Department:

Work Type: Leak Checks

Work Description: They have a leak but cant find it, they want to turn the shut of value in the house off to see if the meter still shows a leak to isolate the location to the yard. She will be home at 12pm tomorrow if you can do that time? if not could you call her to reschedule.

Work 315 West Second St Meter #19993849

Address/Location:

Date Closed:

Status: COMPLETE

Employee Cost: \$0.00

Equipment Cost: \$0.00

Material Cost: \$0.00

Inventory Cost: \$0.00

Purchase Order Cost: \$0.00

Total Cost: \$0.00

Signature:

Date:



City of Cle Elum

119 W First Street
Cle Elum, WA 98922
509 674-2262

BILLING PERIOD	
December Billing	
DUE DATE	ACCOUNT NUMBER
01/25/2025	3346
BILL DATE	AMOUNT DUE:
01/06/2025	806.36
ACCOUNT HOLDER	
Amanda Turpen	
SERVICE LOCATION	
1846.0 - 315 W SECOND ST	

SERVICE	READING DATE	METER READINGS		FACTOR	USAGE	CHARGES
		PREVIOUS	PRESENT			
Water	01/03/2025	34371	41552	1.0000	7181	Previous Balance: 629.94 Adjustments: 0.00 Payments: 629.94 Balance Forward: 0.00 Water 60.13 Water Consumption 106.44 Water Reserve 63.19 Water Tax 6% 13.79 Sewer 58.50 Sewer Consumption 71.30 Sewer Excess 361.59 Sewer Tax 6% 29.48 Garbage 41.94 Current Charges: 806.36 Balance: 806.36
						30: 0.00 60: 0.00 90+: 0.00

WATER CONSUMPTION HISTORY

Month	Consumption
Jan	~100
Feb	~100
Mar	~100
Apr	~100
May	~100
Jun	~100
Jul	~100
Aug	~100
Sep	~1000
Oct	~4000
Nov	~1000
Dec	~3500
Jan	7181

Handwritten calculations:

106.44
52.63
9.54
71.30
361.59
25.98
\$ 627.48

Handwritten notes on the right:

10.50
42.50
3.50

Effective January 1, 2025, the City of Cle Elum will be raising Water and Sewer Rates by 3% and Residential Garbage Rates will increase by 10%.

Just a reminder of the winter tips in the event of extreme cold weather. Let your cold-water drip to prevent frozen pipes.

Happy New Year from the City of Cle Elum Staff.

Handwritten summary of charges:

Water - 106.44
Water Res - 52.63
Water Tax - 9.54
Sewer Con - 71.30
Sewer excess - 361.59
Sewer Tax - 25.98
Garbage - 41.94
Total: 627.48

Detach Here and Return Bottom Stub



City of Cle Elum

119 W First Street
Cle Elum, WA 98922

DUE DATE	AMOUNT DUE
01/25/2025	806.36
SERVICE LOCATION	
1846.0 - 315 W SECOND ST	
ACCOUNT NO.	AMOUNT ENCLOSED
3346	

Amanda Turpen
315 W SECOND ST
Cle Elum, WA 98922

City of Cle Elum
119 W First Street
Cle Elum, WA 98922

**CITY OF CLE ELUM
WASHINGTON**

ORDINANCE NO. 1692

**AN ORDINANCE OF THE CITY OF CLE ELUM,
WASHINGTON, REVISING CHAPTER 13.12.115 OF THE
CLE ELUM MUNICIPAL CODE ("CEMC") RELATED TO
THE RELIEF OF A UTILITY BILL FOR A WATER LEAK;
AND ESTABLISHING AN EFFECTIVE DATE**

WHEREAS, the City of Cle Elum has recently revised its sewer rate structure to base the sewer charge on water consumption; and

WHEREAS, the City Council acknowledges the need to provide financial relief from the sewer bill for a water leak now that it is linked to water usage.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLE ELUM, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. CEMC 13.12.115 "Petition for and relief from water bill." Cle Elum Municipal Code Section 13.12.115 is hereby revised to read as follows:

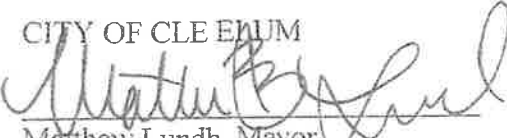
13.12.115 Petition for and relief from utility bill.

In the event any person is aggrieved by the amount of one hundred dollars or more in excess of the amount billed for monthly water and sewer service, they may, within fifteen days of the postmark on said bill, petition the city council in writing to the utilities clerk for a downward adjustment to their bill. Upon receipt of such petition, the utilities clerk shall notify the public works director and the public works committee and schedule a meeting to consider the petition for downward adjustment. The public works committee may consult with the city staff regarding the matter and shall, upon deliberation and oral findings following the meeting make a recommendation to the entire city council to grant a downward adjustment only upon good cause shown. No downward adjustment will be considered for leaks within the primary residential or commercial building; however, adjustment for leaks within crawlspaces may be considered on a case-by-case basis. Any bill granted a downward adjustment by the city council shall include both water and sewer totals and shall not exceed one thousand dollars in relief and shall be presented to the mayor for signature on the face thereof. Notice of the reduction shall be provided in writing by the city to the customer. No ratepayer may petition the city council more than one time per twelve-month period for such a downward adjustment. In the event that city-maintained water pipes prevent water service to a customer's water meter due to cold or frozen weather for more than two days (forty-eight hours), the city council may, upon the recommendation of the city public works director and the public works committee, provide equitable relief to the customer by crediting up to one month's water fees which

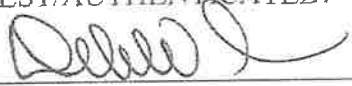
include water base rate fee, water reserve fee, and applicable water taxes for every two to thirty days of interrupted service, or multiples thereof. In the event any neighbor assists a customer with frozen, city-maintained water service by providing water through that neighbor's meter (i.e., through the use of a hose or similar apparatus), that neighbor will be allocated double the volume of water in the base rate for the same period of interrupted service.

Section 2. Effective Date. This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED BY THE CLE ELUM CITY COUNCIL AT A SPECIAL MEETING THEREOF
ON THE 6TH DAY OF JANUARY 2025.

CITY OF CLE ELUM

Matthew Lundh, Mayor

ATTEST/AUTHENTICATED:


Debbie Lee, City Clerk

APPROVED AS TO FORM:


Alexandra L. Kenyon, City Attorney

Date of Publication: 1-9-25

Effective Date: 1-14-25



2024 Rates for Dec. Bill

Utility Rates 3/4" Water Meters **Effective 01/01/2024**

Cle Elum Customer's				
	<u>20- Gallon Cart</u>	<u>35-Gallon Cart</u>	<u>64-Gallon Cart</u>	<u>96-Gallon Cart</u>
Water	60.13	60.13	60.13	60.13
Sewer	53.50	53.50	53.50	53.50
Water Reserve	10.56	10.56	10.56	10.56
Sewer Reserve	4.81	4.81	4.81	4.81
Garbage	18.88	24.65	33.58	41.94
Water Tax	4.25	4.25	4.25	4.25
<u>Sewer Tax</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>
TOTALS:	155.63	161.40	170.33	178.69

Cle Elum Customer's w/South Cle Elum Sewer				
	<u>20-Gallon Cart</u>	<u>35-Gallon Cart</u>	<u>64-Gallon Cart</u>	<u>96-Gallon Cart</u>
Water	60.13	60.13	60.13	60.13
Water Reserve	10.56	10.56	10.56	10.56
Garbage	18.88	24.65	33.58	41.94
<u>Water Tax</u>	<u>4.25</u>	<u>4.25</u>	<u>4.25</u>	<u>4.25</u>
TOTALS:	93.82	99.59	108.52	116.88

Senior Rates				
	<u>20-Gallon Cart</u>	<u>35-Gallon Cart</u>	<u>64-Gallon Cart</u>	<u>96-Gallon Cart</u>
Water	45.11	45.11	45.11	45.11
Sewer	53.50	53.50	53.50	53.50
Water Reserve	10.56	10.56	10.56	10.56
Sewer Reserve	4.81	4.81	4.81	4.81
Garbage	14.16	18.47	25.19	29.44
Water Tax	3.32	3.32	3.32	3.32
<u>Sewer Tax</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>
TOTALS:	134.96	139.27	145.99	150.24

<u>STANDBY RATES: (NO GARBAGE)</u>	
Water	60.13
Sewer	53.50
Water Reserve	10.56
Sewer Reserve	4.81
Water Tax	4.25
<u>Sewer</u>	<u>3.50</u>
TOTALS:	136.75



REQUEST FOR LEAK ADJUSTMENT

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City of Cle Elum
119 West First St
Cle Elum, WA 98922

For Any questions, please call 509 674-2262

Date: 1.31.25

Traci Schiffner 802 East Second St
I got a call from the city that there may be a leak on the 6th at the end of that Friday evening. I was not in town and got the message after 5PM. I came to town on the 7th and there was no visible water in, under, or around my home. I did not receive any notice at the property nor was the water turned off by the city upon discovery but I did get a call Friday 12.6th but again I was out of town until Saturday the 12.7th. On Sunday 12.8 I realized there was also a bill sent to me for the first time so I called the city to make sure to turn off the water why I also tried to book a plumber. The city came out on a Sunday to turn off the water. From there I had to wait to get into a plumber to find the leak. This took the plumber some time as his schedule was full and there was no water in my house or around it. He had to start digging in my yard and it snowed and the ground was frozen. I did call the city to ask how to go about this bill because after receiving the bill I wanted to get to the bottom of the leak. I was told to file an exception after I find the leak and have pictures with dates of the events that took place. It took over three weeks to find the leak in the ground under snow about 3 feet under in the yard. (pictures sent) I did not know I had a limit on disputing this and if I did I still would not have met the two week deadline as it took over two weeks to find and repair the leak. I would have never known if the city didn't tell me the meter was spinning. I don't live here full time and when I called to discuss I was unaware I had a time limit to find the leak. The water was off and the plumber worked hard to find it. In no way was I negligent nor did I know of any timeframe per the code to reply. I was busy in trying to locate the leak. I had the water shut off as soon as I was aware on the 8th of December. I feel like I shouldn't be charged as I was not in town nor was I notified by written response or if so I never received it and when I was aware on the 8th, I turned the water off and had someone locate the leak asap. The call I got from the city was on the 6th and even then, the water was not turned off by the city even when it was identified as a possible leak. Again, I was out of town. I travel for work and it is not uncommon to lock and leave and not know this happened under ground. It was taken care of upon discovery of the problem. This is a big hardship and I would ask for forgiveness for this bill for not having any clue there was a leak. Thank you. I am traveling out of the country Feb 1-10 so I will do my best to respond asap. Thank you, Traci

Authentisign
Traci Schiffner

01/31/25

CITY OF CLE ELUM
WASHINGTON
ORDINANCE NO. 1692

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WASHINGTON, REVISING CHAPTER 13.12.115 OF THE
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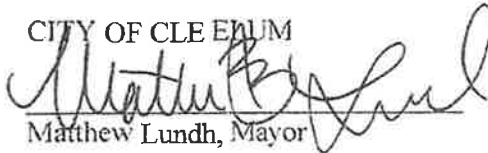
13.12.115 Petition for and relief from utility bill.

In the event any person is aggrieved by the amount of one hundred dollars or more in excess of the amount billed for monthly water and sewer service, they may, within fifteen days of the postmark on said bill, petition the city council in writing to the utilities clerk for a downward adjustment to their bill. Upon receipt of such petition, the utilities clerk shall notify the public works director and the public works committee and schedule a meeting to consider the petition for downward adjustment. The public works committee may consult with the city staff regarding the matter and shall, upon deliberation and oral findings following the meeting make a recommendation to the entire city council to grant a downward adjustment only upon good cause shown. No downward adjustment will be considered for leaks within the primary residential or commercial building; however, adjustment for leaks within crawlspaces may be considered on a case-by-case basis. Any bill granted a downward adjustment by the city council shall include both water and sewer totals and shall not exceed one thousand dollars in relief and shall be presented to the mayor for signature on the face thereof. Notice of the reduction shall be provided in writing by the city to the customer. No ratepayer may petition the city council more than one time per twelve-month period for such a downward adjustment. In the event that city-maintained water pipes prevent water service to a customer's water meter due to cold or frozen weather for more than two days (forty-eight hours), the city council may, upon the recommendation of the city public works director and the public works committee, provide equitable relief to the customer by crediting up to one month's water fees which

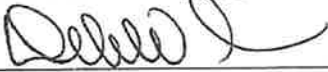
include water base rate fee, water reserve fee, and applicable water taxes for every two to thirty days of interrupted service, or multiples thereof. In the event any neighbor assists a customer with frozen, city-maintained water service by providing water through that neighbor's meter (i.e., through the use of a hose or similar apparatus), that neighbor will be allocated double the volume of water in the base rate for the same period of interrupted service.

Section 2. Effective Date. This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

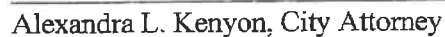
ADOPTED BY THE CLE ELUM CITY COUNCIL AT A SPECIAL MEETING THEREOF
ON THE 6TH DAY OF JANUARY 2025.

CITY OF CLE ELUM

Matthew Lundh, Mayor

ATTEST/AUTHENTICATED:


Debbie Lee, City Clerk

APPROVED AS TO FORM:


Alexandra L. Kenyon, City Attorney

Date of Publication: 1-9-25

Effective Date: 1-14-25

Traci Schiffner
802 East Second St
Acct # 3145
Short Term Rental-

Dec 5th The leak was detected on the meter reads for November billing. I called Schiffner's and emailed her to notify her of the leak. See attached #1

Dec 6th Crew Hung Door Hangers. See attached #2

Dec 9th. I emailed a Water relief form and Code See attached #3

Dec 8th Crew was called out on a Sunday to shut water off.

Dec10 and Dec 16th Ed Benson called to have water on and off for testing. See attached work orders. #4

Jan 7th Ed Benson called wanting the water back on and said the leak was fixed. See attached Work Orders #5

Jan 31st. I received an email from Traci asking for relief on her bill. See attached #6

The customer was notified of her leak from the time I produced the leak list by Door hanger email and phone call.

Code 15.12.115 states Petition within 15 days of the post mark of the bill, even after I seen the form to her Dec 9th. I just received it Jan 31st via email.

As the Utility Clerk, this does not qualify under the city code due to timelines. It was from Dec 5th to Jan 7th to fix the leak when the plumber was on site Dec 10th and Dec16th.

Traci emailed me asking for adjustments for (Nov) when I had sent her all the forms on Dec 9th. I expressed to her that she did not get the forms back to me timely or even after the leak was fixed on Jan 7th. She replied, wanting an exception or a hearing to dispute this.

We do our very best between the office and the crew to notify customers of leaks as soon as we get the reports. If leaks are high enough to affect their bill I follow up with a courtesy call.

Credit if allowed would be 1,000

Water Consumption -\$189.70

Sewer Consumption-\$121.90

Water Reserve -\$90.87

Sewer Excess -\$ 617.94

Water Tax - \$16.67

Sewer Tax - \$43.58

Total- \$1080.66

#1

Audrey Casassa

From: Audrey Casassa
Sent: Thursday, December 5, 2024 9:53 AM
To: tracischiffner@gmail.com
Subject: Water leak

Hi Traci,

Your property at 802 East Second St is showing a water leak when we read the meters for billing. If you could give me a call, we can discuss.

Thank You,

Audrey Casassa
City of Cle Elum
Utility Clerk
acasassa@cleelum.gov
509 674-2262 Ext 107



Audrey Casassa

1 Reply

From: Traci Schiffner <tracischiffner@gmail.com>
Sent: Thursday, December 5, 2024 6:03 PM
To: Audrey Casassa
Subject: Re: Water leak

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Hello,
I am so sorry I just saw this. I'll call you first thing in the AM. Thank you

On Thu, Dec 5, 2024 at 9:53 AM Audrey Casassa <acasassa@cleelum.gov> wrote:

Hi Traci,

Your property at 802 East Second St is showing a water leak when we read the meters for billing. If you could give me a call, we can discuss.

Thank You,

Audrey Casassa

City of Cle Elum

Utility Clerk

acasassa@cleelum.gov

509 674-2262 Ext 107



Work Order #: 1539

Work Order Date: 12/06/24

Work Type:

Priority:

Request Type:

Attending Staff: Audrey Casassa

Requester Name:

Requester Phone:

Assigned Department: Water

Work Type: Leak Checks

Work Description: I have dooor hangers at the office ready to go

Work Address/Location:

Date Closed:

Status: COMPLETE

Uploaded Files

Date

12/06/2024

File Name

23413889-20241206075637.pdf

Uploaded by

Employee Cost: \$0.00
Equipment Cost: \$0.00
Material Cost: \$0.00
Inventory Cost: \$0.00
Purchase Order Cost: \$0.00

Total Cost: \$0.00

Signature:

Date:

Water relief forms

 Audrey Casassa
To Traci Schiffrer

 Leak Adjustment Form_.docx
88 KB

Let me know if you have any questions

Thank You,

Audrey Casassa
City of Cle Elum
Utility Clerk
acacasassa@cleelum.gov
509 674-2262 Ext 107



~~#3~~

  Reply  Reply All  Forward  

Mon 12/9/2024 4:06 PM

Work Order #: 1544

Work Order Date: 12/10/24

#4

Work Type:

Priority:

Request Type: Citizen

Attending Staff: Virgil Amick

Requester Name: Ed

Requester Phone: 206-793-0620

Assigned Department: Water

Work Type: Tum Water On

Work Description: Tum water on and then off so customer can see leak location

Work Address/Location: 802 E Second St.

Date Closed:

Status: COMPLETE

Employee Cost: \$0.00

Equipment Cost: \$0.00

Material Cost: \$0.00

Inventory Cost: \$0.00

Purchase Order Cost: \$0.00

Total Cost: \$0.00

Signature:

Date:

Work Order #: 1549

Work Order Date: 12/16/24

Work Type:

Priority:

Request Type: Citizen

Attending Staff: Whitney Prosek

Requester Name: Ed

Requester Phone: 206-793-0620

Assigned Department: Water

Work Type: Turn Water On

Work Description: Turn water on for leak testing. 19993727

Work Address/Location: 802 E Second St.

Date Closed:

Status: COMPLETE

Notes

12/16/2024

Was still leaking 3.2 left water off

#4

Employee Cost: \$0.00

Equipment Cost: \$0.00

Material Cost: \$0.00

Inventory Cost: \$0.00

Purchase Order Cost: \$0.00

Total Cost: \$0.00

Signature:

Date:

Work Order #: 1574

Work Order Date: 01/07/25

Work Type:

Priority:

Request Type: Internal

Attending Staff: Audrey Casassa

Requester Name: Ed

Requester Phone: 206 793-0620

Assigned Department: Water

Work Type: Turn Water On

Work Description: Fixed leak now needs water back on, he said the meter got covered with snow.

Work Address/Location: 802 East Second St meter # 19993727

Date Closed:

Status: COMPLETE

5

Signature:

Date:

Employee Cost: \$0.00

Equipment Cost: \$0.00

Material Cost: \$0.00

Inventory Cost: \$0.00

Purchase Order Cost: \$0.00

Total Cost: \$0.00

##6



From: Traci Schiffner <tracischiffner@gmail.com>

Sent: Friday, January 31, 2025 2:18 AM

To: Audrey Casassa <acasassa@cleelum.gov>; Whitney Prosek <wprosek@cleelum.gov>

Subject: 802 East Second Street

[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Hi Audrey and Whitney,

I have called in a few times regarding my water leak at 802 East Second. You may remember me, thank you for your help. I wanted to circle back with you regarding my outstanding bill and the chain of events regarding my water leak. I had a pipe break in the ground in my yard I think in December (or at least that is when I was notified and found out) and I had no idea I was losing water until the city let me know my meter was showing a lot of water usage indicating a probable leak.

I finally got the leak fixed and the pictures from my plumber are attached. I think you have met him (Ed Benson) as he came in a couple times to get the water turned on as he was working on the issue. I am asking for forgiveness on my very large water bill. I got a call from the city saying that you thought I had a leak because my meter was reading 3 gallons a minute. I got the call I believe on Dec 6th. On Dec 7th I called Ed because I did not have any water in my home or any underneath in my crawl space. I didn't see any water in the yard either. I would never be negligent in letting a leak go. I just had no idea until the city told me about my meter. I called and had someone from the city turn off my water that day which was a Sunday (the 8th). Ed came out and it took him a couple weeks to dig in the ground to actually find where the water leak actually was. It wasn't in my house or even under it. It was in my yard and he had to dig in between snowfall and cold ground. The snow from my metal roof was landing exactly where the leak was in the ground so it was hard to find and get to. I pay my bill regularly and I apologize for the broken pipe but I am asking for forgiveness on my huge outstanding bill as I had no idea the leak was there and I would have had the water turned off immediately if I had known. I am just sick about it.

I have attached pictures so you can see where the leak was showing you it was in the ground undetected by any visuals without digging to locate it. I got the call Friday, at the end of the day. I was on the West side. I came home Saturday and didn't see anything. I called Ed and I called the city to come turn off my water Sunday the 8th so he could try to start locating it. This took him 3 plus weeks. Please see my pictures below. Please consider my request on my bill forgiveness. I am not asking to forgive my usual bill usage amount just the huge amount I was charged for during the leak period.

Thank you for your time. Please let me know if you have questions. Pictures attached.

Thanks for considering,

Traci Schiffner

206.910.0280







City of Cle Elum

119 W First Street
Cle Elum, WA 98922
509 674-2262

BILLING PERIOD	
November Billing	
DUE DATE	ACCOUNT NUMBER
12/25/2024	3145
BILL DATE	AMOUNT DUE:
12/06/2024	1,243.56
ACCOUNT HOLDER	
Traci Schiffner	
SERVICE LOCATION	
1442.0 - 802 E SECOND ST	

SERVICE	READING DATE	METER READINGS		FACTOR	USAGE	CHARGES	
		PREVIOUS	PRESENT				
Water	12/03/2024	29614	41177	1.0000	11563	Previous Balance:	161.59
						Adjustments:	0.00
						Payments:	161.59
						Balance Forward:	0.00
						Water	60.13
						Water Consumption	189.70
						Water Reserve	101.75
						Water Tax 6%	21.09
						Sewer	58.50
						Sewer Consumption	121.90
						Sewer Excess	617.94
						Sewer Tax 6%	47.90
						Garbage	24.65
						Current Charges:	1,243.56
						Balance:	1,243.56

WATER CONSUMPTION HISTORY

Month	Usage
Dec	~100
Jan	~100
Feb	~100
Mar	~100
Apr	~100
May	~100
Jun	~100
Jul	~5000
Aug	~3000
Sep	~2000
Oct	~2000
Nov	~1000
Dec	11563

Handwritten calculations:

189.70
90.87
1667
121.90
617.94
43.68
1080.66

30:	0.00	60:	0.00	90+:	0.00
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Detach Here and Return Bottom Stub



City of Cle Elum

119 W First Street
Cle Elum, WA 98922

DUE DATE	AMOUNT DUE
12/25/2024	1,243.56
SERVICE LOCATION	
1442.0 - 802 E SECOND ST	
ACCOUNT NO.	AMOUNT ENCLOSED
3145	

Traci Schiffner
16700 S.E. 161 St
Renton, WA 98058

City of Cle Elum
119 W First Street
Cle Elum, WA 98922