

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
COLLEDA MONICK

Special Meeting
Cle Elum City Council Agenda
April 22, 2025
5:00 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**
2. **New Business**
 - a. Quarterly Report - Finance Director, Robin Newcomb
 - b. Recreational Amenities - Bullfrog Flats
3. **Other Committee Comments**
4. **Adjourn**

Upcoming Meetings:

Regular Council Meeting: April 22, 2025 @ 6:00 p.m.

General Government Committee Meeting: April 23, 2025 @ 8:30 a.m.

Coal Mines Trail Commission Meeting: May 5, 2025 @ 6:00 p.m.

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

Public Works & Community Development Committee Meeting: May 7, 2025 @ 12:00 p.m.

Lodging Tax & Events Committee Meeting: May 14, 2025 @ 8:30 a.m.

Historical Preservation Commission Meeting: May 20, 2025 @ 3:00 p.m.

Public Safety & Health Committee Meeting: May 21, 2025 @ 2:00 p.m.

**CITY OF CLE LUM
BUDGET SUMMARY
QUARTERS 1, 2025**

Introduction:

The following report is for Quarter 1, 2025.

General fund revenues received to budget:

- Sales, property, utility, gambling taxes etc. – 17.5%
- Licenses and permits – 14.2%
- Intergovernmental revenues – liquor, marijuana etc. – 10.4%
- Charges for good and services – Roslyn police contract, cemetery sales, development fees etc.– 21.6%
- Fine and penalties – 40.4%
- Rents, leases, donations, interest (large increase on interest revenue) etc. – 15.7%

Investments:

2025 -- None to report as interest is received in July and December.

2024 -- 2-year bond for \$2,500,000, 4.25%, Annual Interest = \$106,250 and
2-year bond for \$1,000,000, 4.8%, Annual Interest = \$47,500

Grants:

We currently have 20 grants that are active. They are:

- DOT First Street Phase 3 Downtown Revitalization -- \$5,142,454
- DOT U.S. Congressional Grant -- \$1,500,000
- DOT Federal Safety Action Plan -- \$172,520
- DOT First & Oakes Resurface -- \$714,414
- DOT First & Hartwig Signalized Intersection -- \$333,000
- Quadco Stafford Sidewalk \$ SR903 Camera -- \$186,610
- Quadco Park Street Pedestrian Corridor Feasibility Study -- \$53,000
- FEMA Cybersecurity Planning and Training -- \$26,000
- DOE Stormwater Study -- \$631,655 (this is ½ loan and ½ grant)
- CDBG Stafford Avenue Corridor Project -- \$1,400,000
- DNR Wildfire Mitigation -- \$4,000
- Law & Justice Police Grant for Drone -- \$6,500
- TIB Complete Streets First Street Phase 3A/3B Downtown Revitalization -- \$350,000
- TIB Second and Stafford Roundabout -- \$704,591
- TIB First Street Phase 3 Oaks to Peoh Downtown Revitalization -- \$1,000,215
- TIB Second Street Pathway Stafford to Penn -- \$497,767
- TIB Complete Streets Second Street Pathway Penn to Short -- \$500,000

- TIB Seal Coat -- \$77,407
- DOC GMA Periodic Update -- \$100,000
- DOC GMA Climate Element -- \$89,100

TOTAL -- \$13.5 MILLION

Funds with Low Balances:

- General Fund – Property Taxes will be received in May
- 3/10's Fund and Garbage Fund – Continuing to monitor closely

2025 Budget:

A fund's balance = revenue – expense + beginning fund balance.

The City of Cle Elum's 2025 total budget summarized:

- \$24,672,395 – Including ALL Reserve Funds
- \$18,462,531 – No Reserve Funds included

The difference of \$6,209,864 is what the city BUDGETED (not actual) for 2025 in Reserves for all funds.

Budget Amendments:

There are no required budget amendments currently.

- Funds 002 UKC Rec Center and 004 WCIA Settlement will eventually need one as activity was not projected in 2025, but because they are part of the general fund they do not stand alone.
- The larger developer funds with activity will also eventually need budget amendments but are not required at this time as they, too, are part of the general fund.

2024 Annual Report

Per the Washington State Auditor, the governing body is ultimately responsible for financial reporting, so they should be given the opportunity to participate. Preferably this is a motion during a council meeting. Springbrook Software is contracted annually to do a complete review of the annual report.

CITY OF CLE ELUM 3/31/2025

SALES TAX REVENUE COLLECTED

YEAR	AMOUNT BUDGETED	AMOUNT RECEIVED
2018	838,000	1,038,105
2019	1,048,000	1,043,842
2020	917,933	1,148,325
2021	1,170,000	1,337,737
2022	1,550,000	1,451,567
2023	1,585,000	1,553,508
2024	1,682,000	1,628,024
2025	1,760,000	385,219

PROPERTY TAX REVENUE COLLECTED BY THE COUNTY FOR THE CITY

YEAR COLLECTED	ASSESSED VALUE	AMOUNT BUDGETED	AMOUNT RECEIVED
2018	246,340,357	718,000	692,108
2019	349,314,683	765,000	762,733
2020	383,585,735	745,000	783,857
2021	407,252,701	812,000	829,136
2022	436,992,067	843,000	851,610
2023	518,725,602	905,000	888,039
** 2024	577,054.741	910,000	878,601
2025	625,178,811	950,000	22,534

** Kittitas County Treasurer's Office collected 96.3% compared to 2023 at 98.66%

LOANS OUTSTANDING

LOAN AGENCY	TYPE OF LOAN	# OF PAYMENTS/DATE ON LOAN	LOAN AMOUNT	ANNUAL PAYMENT (AVERAGE WITH INTEREST)	LOAN BALANCE NO INTEREST
DOH -- 0%	ROSSETTI WATERMAIN	10/2024	330,700	34,400	275,199
PWTF – 1.39%	ROSSETTI WATERMAIN	20/2024	2,841,810	172,000	2,841,810
COLUMBIA BANK – 3.6%	WATER/SEWER REFINANCED 4 LOANS	15/2018	2,800,000	242,713	1,659,000
DOE -- .6%	STORMWATER PLAN	5/2024	315,827	33,000	315,827
TOTALS			6,288,337	482,113	5,091,836

EQUIPMENT LEASES/LOANS OUTSTANDING

LEASE DEPARTMENT	TYPE OF LOAN	# OF PAYMENTS/DATE OF LEASE	PRINCIPAL LEASE AMOUNT	ANNUAL PAYMENT WITH TAX	PRINCIPAL LEASE BALANCE
CITY HALL(2), PUBLIC WORKS (1), LIBRARY (2)	(3) COPIERS, (1) POSTAGE MACHINE, (1) LIBRARY EQUIPMENT	5/2026 and 2027	48,926	10,693	18,316
POLICE	CAMERAS (15), POSTAGE MACHINE (1)	5/2026 and 2028	208,204	44,307	87,539
PUBLIC WORKS	VACTOR TRUCK	5/2023	663,434	132,687	364,251
PUBLIC WORKS	CAT LOADER (LOAN)	3/2024	357,002	143,811	260,050
TOTALS			1,277,566	331,498	730,156

2025 BUDGET POSITION TOTALS

City Of Cle Elum

Months: 01 To: 03

Time: 12:14:51 Date: 04/15/2025

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 Current Expense/General Fund	4,425,131.68	771,332.92	17.4%	4,452,131.68	1,246,888.42	28%
002 UKC Recreation Center	80.00	76,206.11	*****0%	500.00	112,918.48	*****0%
004 City Heights WCIA Settlement Agr	0.00	0.00	0.0%	0.00	98,301.75	0%
101 Street Fund	4,885,613.00	223,910.54	4.6%	4,933,648.00	278,784.09	6%
102 TIB Complete Streets Grant	2,241,799.00	53,170.51	2.4%	2,241,799.00	43,309.09	2%
104 Police 3/10's Sales Tax Fund	248,993.00	60,826.84	24.4%	332,292.00	74,527.95	22%
106 Tourist/Lodging Tax Fund	162,000.00	35,249.66	21.8%	302,000.00	121,802.47	40%
110 Coal Mine Trail Fund	8,620.00	4,000.00	46.4%	4,120.00	549.09	13%
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	332.75	0%
128 Fowler Creek Trails Deneen Develc	5,250.00	-10,000.00	-190.5%	5,250.00	0.00	0%
131 Blue Fern DA # 2002-01 CRA 2024	330,000.00	285,390.28	86.5%	330,000.00	301,595.99	91%
132 Wildwood Ranch DA #2024-001 C	15,200.00	12,432.20	81.8%	15,200.00	12,195.00	80%
309 REET Excise Tax/Capital Projects F	182,500.00	34,484.68	18.9%	113,800.00	0.00	0%
401 Water Fund	1,040,459.00	219,631.88	21.1%	1,040,459.00	271,509.47	26%
402 Garbage Fund	988,950.00	282,392.52	28.6%	1,038,950.00	204,625.07	20%
403 Airport Fund	37,000.00	6,823.21	18.4%	24,000.00	3,731.71	16%
404 Water Regional Fund	1,026,000.00	217,316.47	21.2%	1,058,059.00	214,168.74	20%
406 Water Capital Reserve Fund	156,474.99	46,188.14	29.5%	334,774.99	13,698.74	4%
408 Stormwater Fund	15,000.00	0.00	0.0%	12,000.00	0.00	0%
409 Sewer Fund	1,069,796.00	180,351.73	16.9%	1,003,796.00	200,297.57	20%
410 Sewer Regional Fund	1,082,000.00	284,307.00	26.3%	952,000.00	250,685.34	26%
413 Sewer Capital Reserve Fund	385,000.00	43,908.44	11.4%	441,000.00	689.73	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	6,298.60	25.2%	27,000.00	4,375.14	16%
	18,462,531.67	2,834,221.73	15.4%	18,795,644.67	3,455,098.27	18.4%

ON AVERAGE SPENDING SHOULD BE AT 25% THE END OF FIRST QUARTER

FUND 001 GENERAL FUND -- AT 28% AS OF FIRST QUARTER BUDGET TO ACTUAL

FUND 002 UKC REC CENTER FUND -- EXPECTED SPENDING TO BE COMPLETE IN 2024

FUND 004 CITY HEIGHTS WCIA SETTLEMENT FUND -- EXPECTED SPENDING TO BE COMPLETE IN 2024

FUND 128 FOWLER CREEK DEVELOPMENT -- REFUNDED IN 2025 THE DEPOSIT ON THE ACCOUNT

FUNDS 131 BLUE FERN AND 132 WILDWOOD DEVELOPMENTS -- UNDER BUDGETED

ALL OF THE FUNDS ABOVE ARE CONSIDERED "GENERAL FUNDS" AND LOOKED AT AS A WHOLE FOR BUDGET AMENDMENTS. AS OF NOW, BUDGET AMENDMENTS AREN'T REQUIRED FOR FUNDS 002, 004, 131, AND 132 BUT AT THE COUNCIL REQUEST CAN BE COMPLETED.

TREASURER'S REPORT

Fund Totals

City Of Cle Elum

Time: 10:50:28 Date: 04/15/2025

03/01/2025 To: 03/31/2025

Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 Current Expense/General Fund	230,254.22	270,397.74	359,442.32	141,209.64	80,433.94	8,958.06	-595.00	230,083.64
002 UKC Recreation Center	0.00	2,596.50		2,596.50	0.00	0.00	0.00	2,596.50
004 City Heights WCIA Settlement Agreement 2023	458,364.07	0.00	52,635.52	405,728.55	12,721.42	0.00	0.00	418,449.97
101 Street Fund	15,509.84	76,412.88	75,411.77	16,510.95	33,947.37	121.23	0.00	50,579.55
102 TIB Complete Streets Grant	8,933.91	5,853.01	11,874.85	2,912.07	11,700.69	0.00	0.00	14,612.76
104 Police 3/10's Sales Tax Fund	100,012.34	21,001.43	28,299.89	92,713.88	0.00	120.12	-7.50	92,826.50
106 Tourist/Lodging Tax Fund	177,230.09	8,796.96	121.00	185,906.05	121.00	0.00	0.00	186,027.05
110 Coal Mine Trail Fund	40,694.24	0.00	368.27	40,325.97	0.00	0.14	0.00	40,326.11
120 Central Cascades/Weis Land CRA 2009-01 Devel. Fund	5,128.45	0.00		5,128.45	0.00	0.00	0.00	5,128.45
123 Sun Communities CRA 2018-01 Devel. Fund	15,180.38	0.00		15,180.38	0.00	0.00	0.00	15,180.38
124 MVOLLC/Prium CRA 2005-02 Devel. Fund	3,361.06	0.00		3,361.06	0.00	0.00	0.00	3,361.06
127 City Heights CRA 2020-01 Devel. Fund	-406,474.98	0.00	205.50	-406,680.48	205.50	0.00	0.00	-406,474.98
131 Blue Fern DA # 2002-01 CRA 2024-01,03	-137,567.65	160,984.55	131,713.94	-108,297.04	30,879.55	0.00	0.00	-77,494.49
132 Wildwood Ranch DA #2024-001 CRA 2024-02	2,575.50	0.00	9,726.50	-7,151.00	205.00	0.00	0.00	-6,946.00
309 REET Excise Tax/Capital Projects Fund	550,319.45	13,102.40		563,421.85	0.00	0.00	0.00	563,421.85
401 Water Fund	159,176.47	82,172.79	72,676.04	168,673.22	2,303.86	200.62	-1,696.00	169,481.70
402 Garbage Fund	114,137.94	104,547.65	89,379.82	129,305.77	84,290.36	30.33	-743.73	212,882.73
403 Airport Fund	88,526.28	1,217.44	154.99	89,588.73	0.00	0.00	0.00	89,588.73
404 Water Regional Fund	1,348,362.68	70,193.45	34,480.08	1,384,076.05	0.00	0.00	0.00	1,384,076.05
406 Water Capital Reserve Fund	176,646.69	16,247.88	974.87	191,919.70	0.00	0.00	-304.20	191,615.50
408 Stormwater Fund	49,750.00	0.00		49,750.00	0.00	0.00	0.00	49,750.00
409 Sewer Fund	663,506.94	65,626.89	55,745.70	673,388.13	798.36	183.37	-1,623.02	672,746.84
410 Sewer Regional Fund	845,610.80	118,090.00	48,164.21	915,536.59	221.00	0.00	0.00	915,757.59
413 Sewer Capital Reserve Fund	422,863.31	15,246.48	0.98	438,108.81	0.00	0.00	0.00	438,108.81
630 Pangrazi Memorial Fund	13,546.26	0.00		13,546.26	0.00	0.00	0.00	13,546.26
699 State Agency Fund 380/580	3,308.51	1,731.56	1,421.71	3,618.36	1,230.71	0.00	0.00	4,849.07
	4,948,956.80	1,034,219.61	972,797.96	5,010,378.45	259,058.76	9,613.87	-4,969.45	5,274,081.63

A.

B.

TREASURER'S REPORT

Account Totals

City Of Cle Elum

Time: 10:50:28 Date: 04/15/2025

03/01/2025 To: 03/31/2025

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Cash Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1	Checking 2924	1,282,991.62	1,144,970.38	938,485.32	1,489,476.68	C. -2,088.49	D. 268,672.63	1,756,060.82
8	Cash Drawer City Hall	150.00	0.00	0.00	150.00	0.00	0.00	150.00
9	US Bank	175,298.17	7.10	170,042.50	5,262.77	0.00	0.00	5,262.77
10	US Bank Investment	3,483,927.00	0.00	0.00	3,483,927.00	0.00	0.00	3,483,927.00
11	Xpress Deposit Account	5,825.01	104,960.05	79,988.06	30,797.00	E. -2,880.96	0.00	27,916.04
12	Petty Cash City Hall	100.00	0.00	0.00	100.00	0.00	0.00	100.00
13	Petty Cash Police	100.00	0.00	0.00	100.00	0.00	0.00	100.00
14	Cash Drawer Police	100.00	0.00	0.00	100.00	0.00	0.00	100.00
15	Petty Cash Library	100.00	0.00	0.00	100.00	0.00	0.00	100.00
16	Cash Drawer Library	15.00	0.00	0.00	15.00	0.00	0.00	15.00
17	Police Drug Fund	350.00	0.00	0.00	350.00	0.00	0.00	350.00
Total Cash:		4,948,956.80	1,249,937.53	1,188,515.88	5,010,378.45	-4,969.45	268,672.63	5,274,081.63
		4,948,956.80	1,249,937.53	1,188,515.88	5,010,378.45	-4,969.45	268,672.63	5,274,081.63

BANK

BALANCES

A.

B.

TREASURER'S REPORT

Signature Page

City Of Cle Elum

03/01/2025 To: 03/31/2025

Time: 10:50:28 Date: 04/15/2025

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We the undersigned officers for the City of Cle Elum have reviewed the foregoing report and acknowledge that to the best of our knowledge this report is accurate and true:

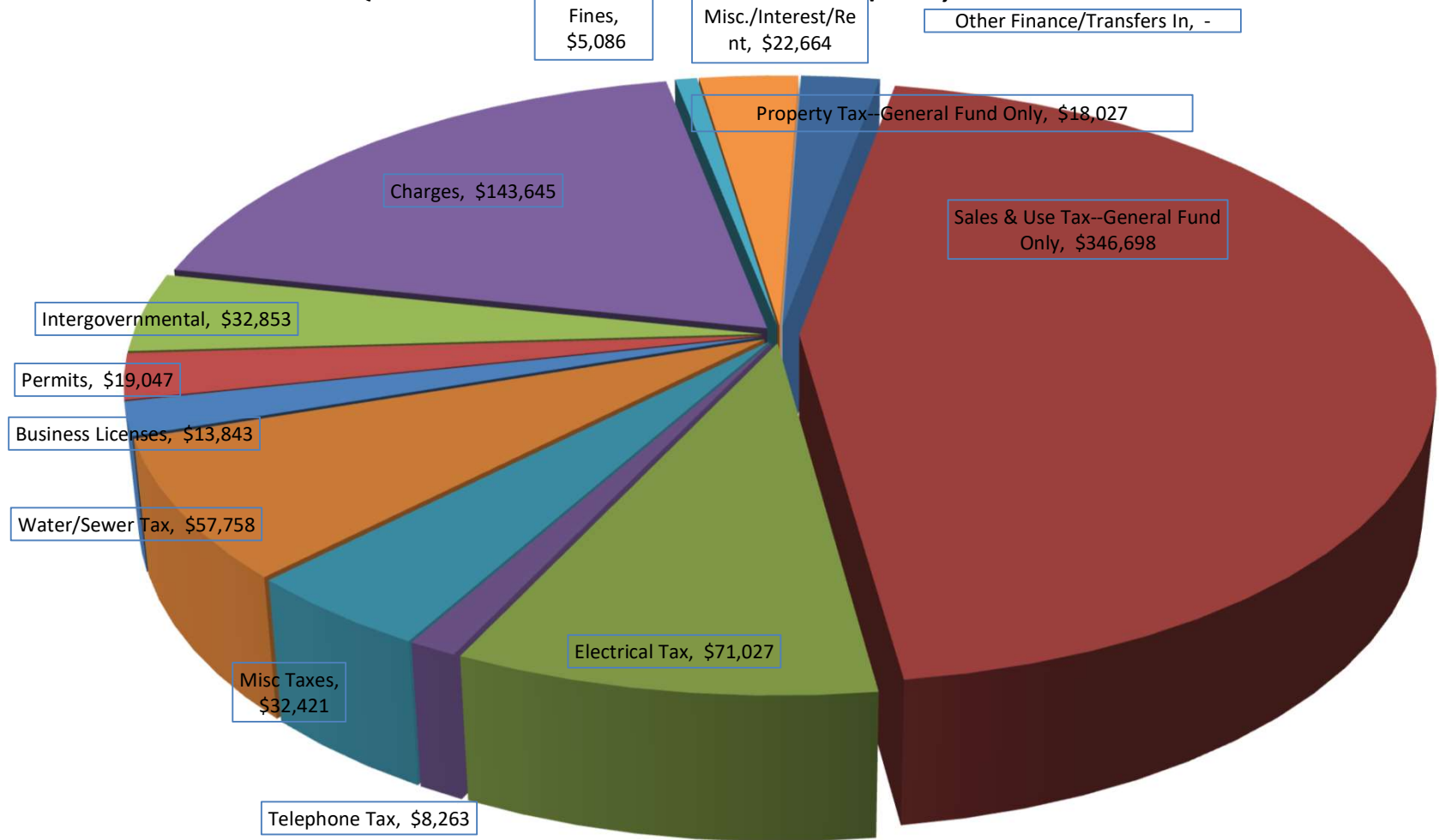
Signed: ROB AN NEWCOMB 4/15/25

Finance Director / Date

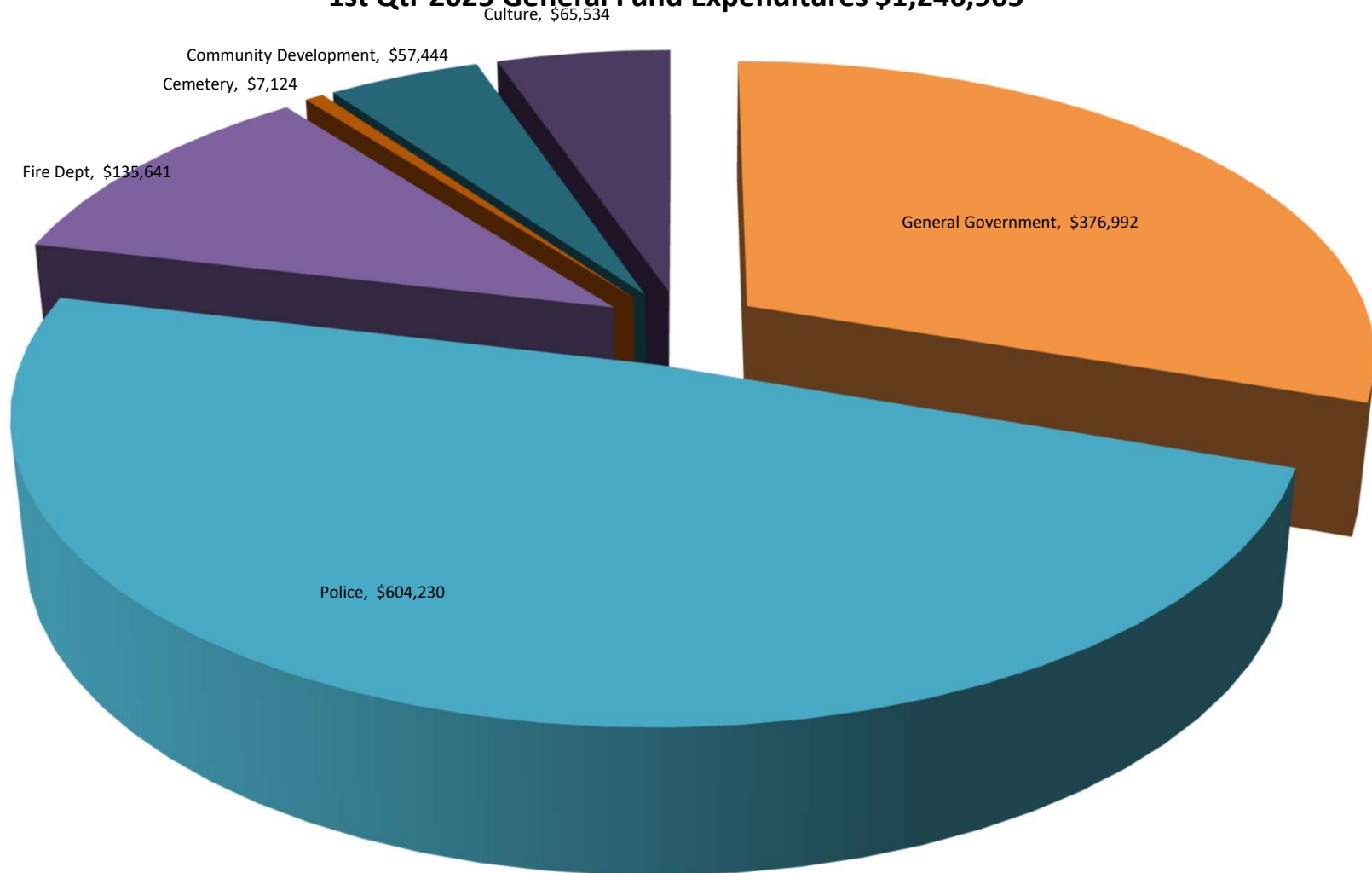
Signed 

Clerk/ Date

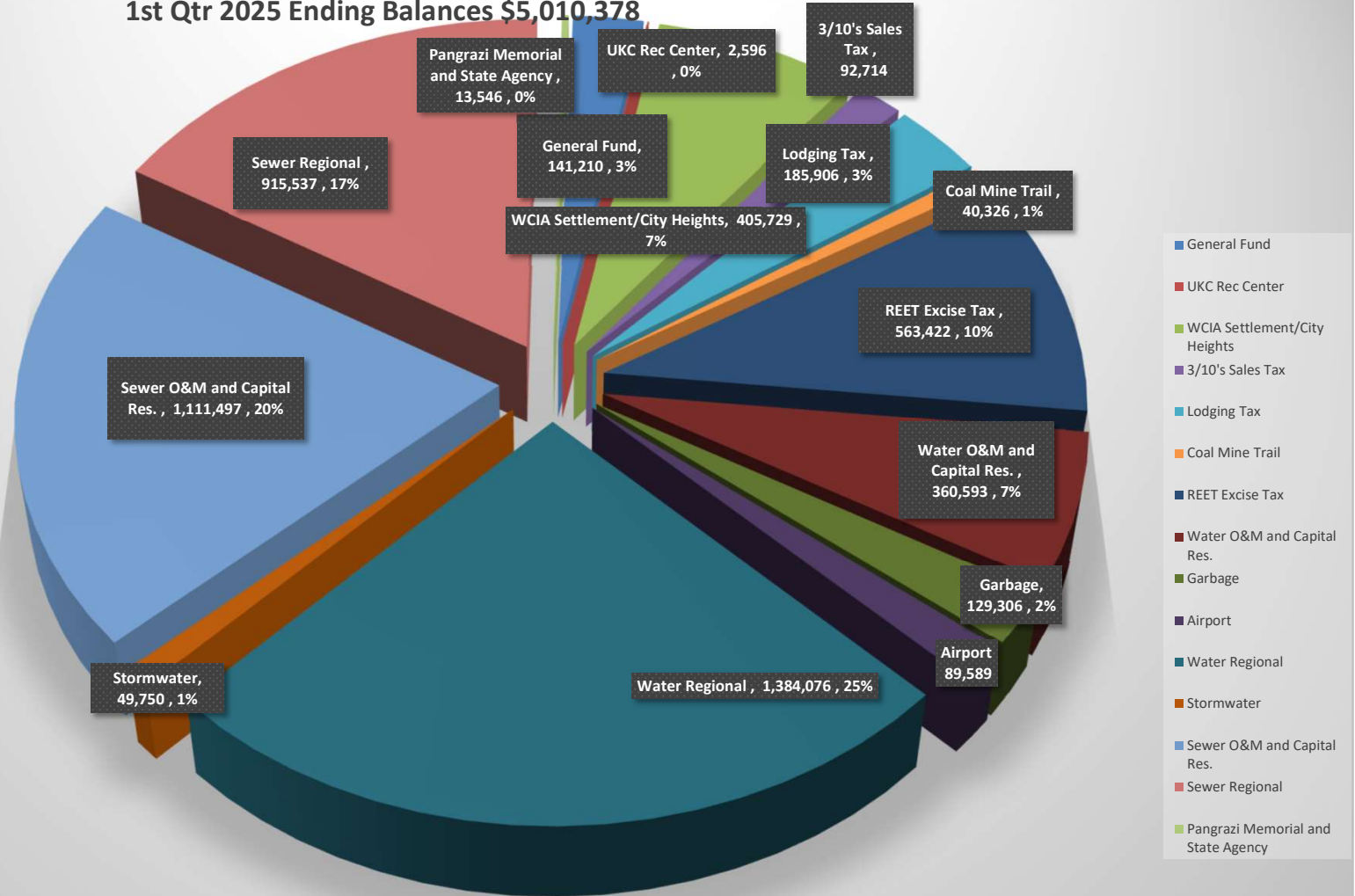
1st Qtr 2025 General Fund Revenue \$771,332



1st Qtr 2025 General Fund Expenditures \$1,246,965

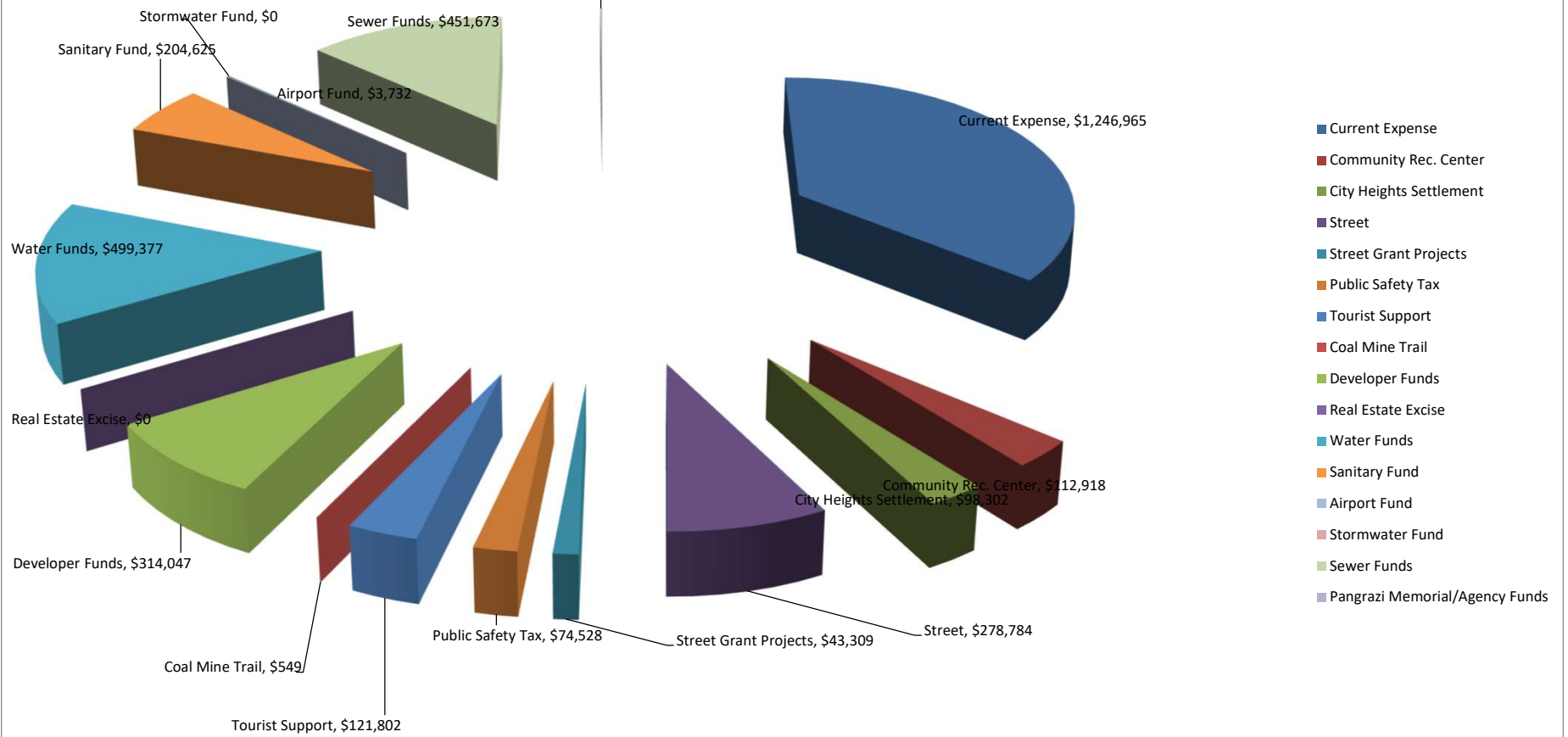


1st Qtr 2025 Ending Balances \$5,010,378

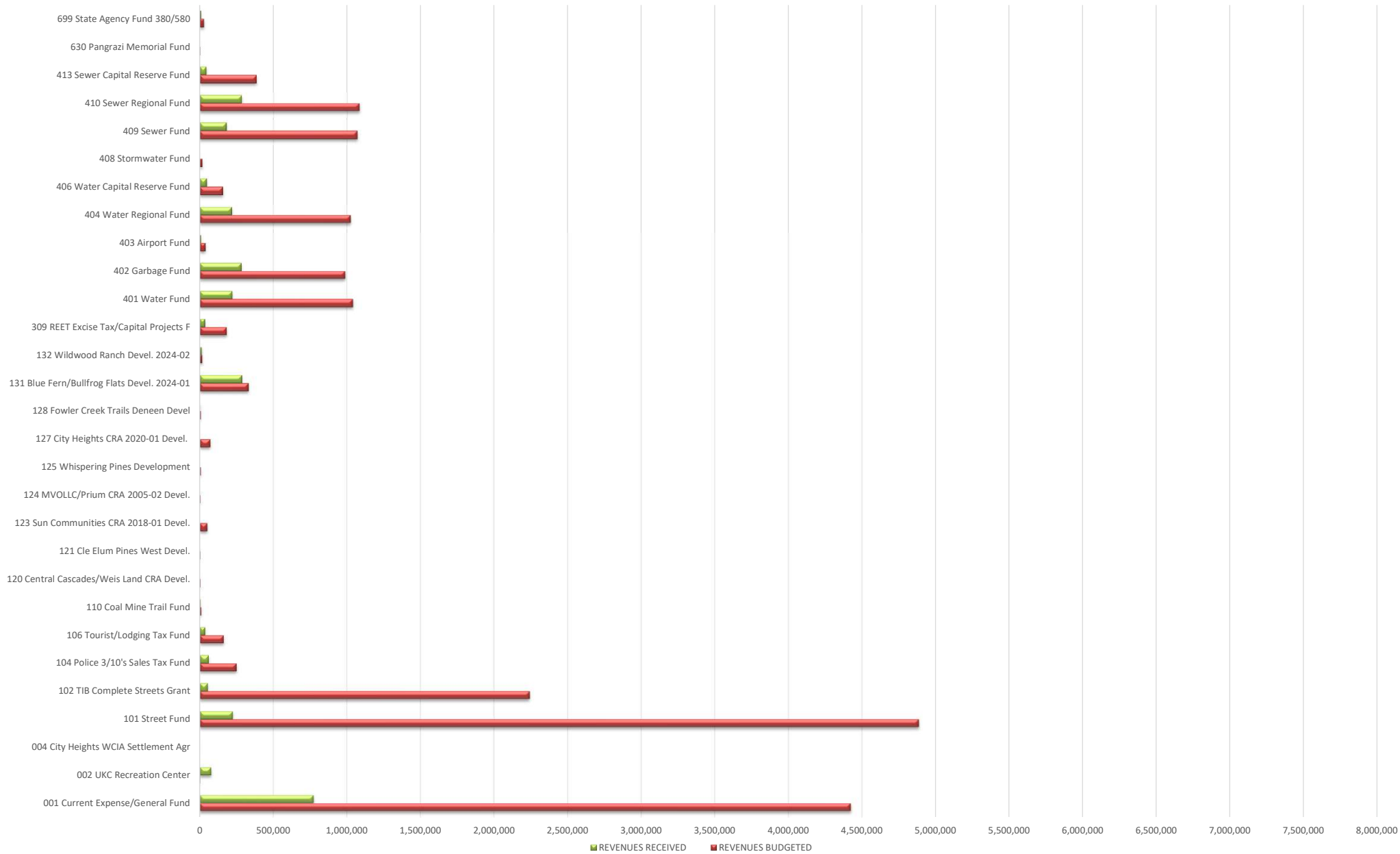


1st Qtr 2025 City of Cle Elum Expenses by Fund \$3,455,098

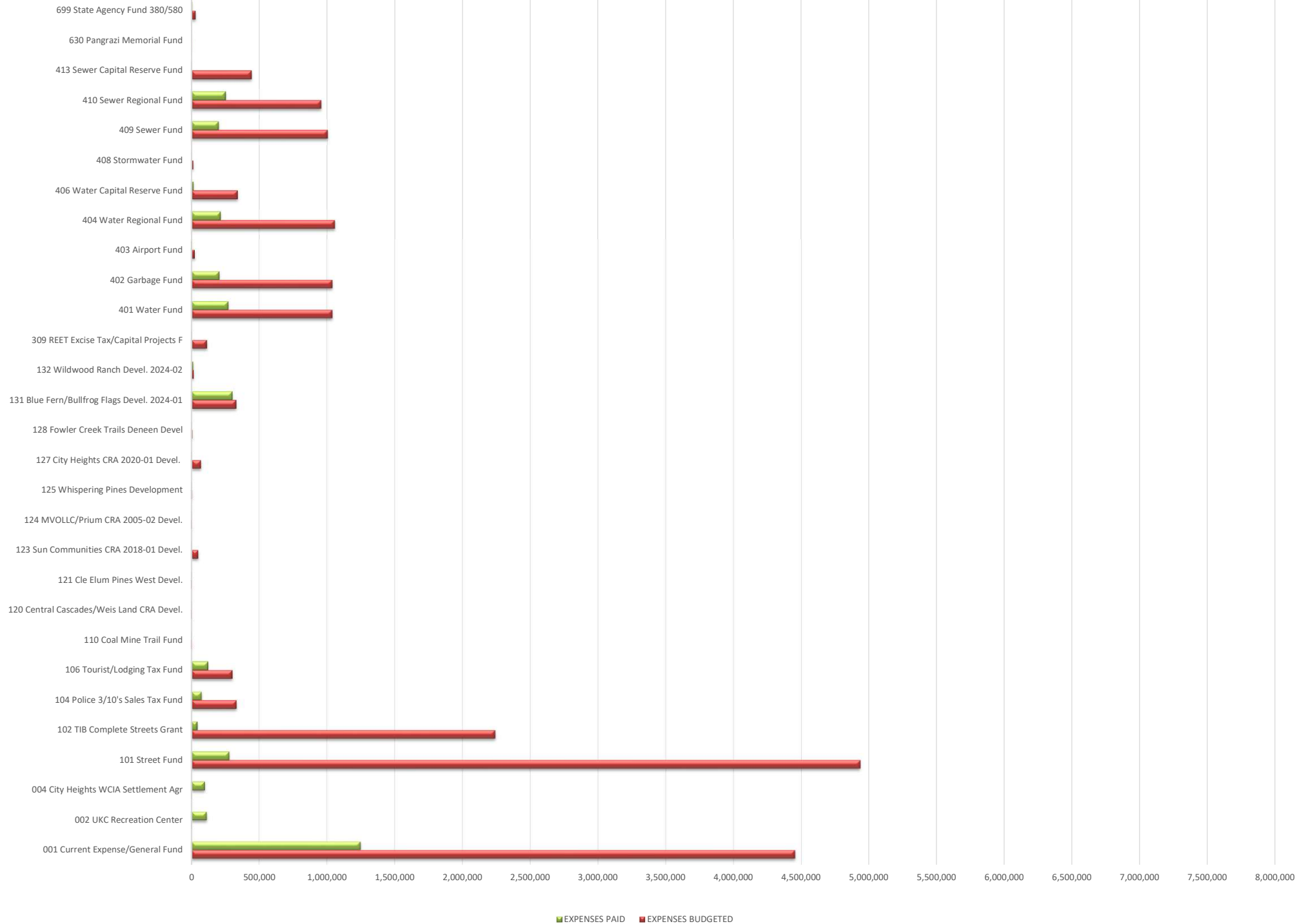
Pangrazi Memorial/Agency Funds, \$4,487



January to March 2025 Budget to Actual Revenues



JANUARY TO MARCH 2025 BUDGET TO ACTUAL EXPENSES



Bullfrog Flats

Blue Fern  Development

Community Open House

FUTURE PUBLIC PARK SPACE

Please join us for a community open house to learn more about
the proposed park amenities at the new Bullfrog Flats

development
April 17, 2025
5:30 – 7:00pm

City Hall Council Chambers
119 W First St, Cle Elum, WA

Meeting Agenda

1. Blue Fern Development Introductions
2. City Staff & Council Introductions
3. Meeting Format



BULLFROG PUBLIC PARK CONCEPTUAL PLAN

SCALE: 1" = 70' - 00"

Nature Play



Play



Climb



Race



Adventure



Frolic

Trail Amenities



Engage



Explore



Learn



Enrich



Glide

Outdoor Fun



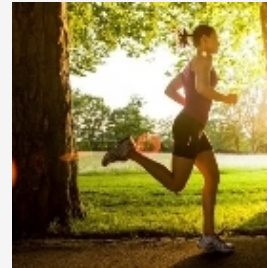
Athletics



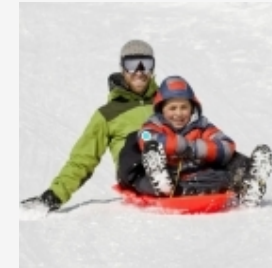
Courts



Compete



Move

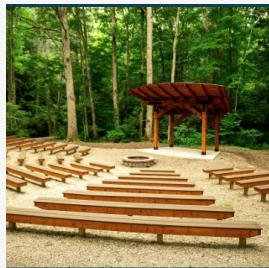


Slide

Gathering Areas



Connect



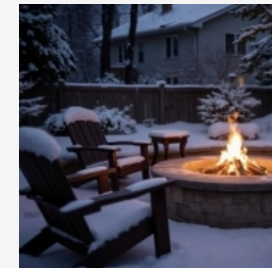
Gather



Shade



Grow



Warmth

Community Discussion – Feedback

POSITIVE RESPONSES TO:

- Amphitheater concept
- Proposed play areas, especially the wood/steel concepts
- Snow mounding area for winter sledding

Community Discussion – Requests

COMMUNITY MEMBERS:

- Trail accessibility
- Fireplaces – Although these present fire hazards
- Community gardens
- Dog parks
- Splash pad
- Bike rentals – opportunities that create jobs for young adults
- Amenities for middle school aged children (such as climbing walls)

SUPERINTENDENT OF SCHOOL:

- Baseball fields
- Flex fields (with turf)
- Covered courts
- Advanced climbing walls with slack lines
- Trail system where competitive running events can be held
- To hold a meeting with middle school kids to hear their input

Community Discussion – Questions

QUESTIONS:

- Parking location – Street parking or dedicated parking within the park?
- Trail accessibility
- Horsepark noted concern regarding planned trails adjacent to the horse park and the spectator easement
- Horsepark requested a map of the construction areas so they could place it for riders to understand what existing trails will be closed due to current phases of development

Thank You

Thank you for joining us!
For more information about the project, please visit www.bullfrog-flats.com