

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

City Council
Agenda
November 10, 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
CURTIS CHAMBERS

Join Virtually via Zoom: <https://zoom.us/j/7573184018?pwd=dERndjBJVC9GdVQ1d2lSRExwZFhXZz09>
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 alerts: 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. [Sign In Sheet — November 10, 2025](#)

2. Public Comment – Limited to 5 Minutes per Speaker

3. Announcements, Appointments, Awards, and Recognition

4. Approval of Meeting Agenda

5. Consent Agenda

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

- a. [Council Meeting Minutes — October 28, 2025](#)
- b. [Payroll Vouchers — November 5, 2025 — \\$302,245.61](#)
- c. [Payables — November 11, 2025 — \\$323,191.36](#)

6. Department Head Reports

City Administrator, Planner, Public Works, Police Chief, Fire Chief, Water/Wastewater Manager

- a. [Rob Omans — City Administrator](#)
[Public Record Request October 2025](#)
[October 2025 Building Permits](#)
- b. [Colleda Monick — Planner](#)

City Council Agenda

November 10, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

- c. Mathew Bailey — Public Works Director
 - d. Rich Albo — Police Chief
 - e. Ed Mills — Fire Chief
 - f. William LaRue — Water/Wastewater Manager
7. **Public Appearances – 15-Minute Limit per Speaker**
8. **Business Requiring Public Hearings**
- a. Stafford Avenue Corridor Improvements — Final Project Closeout Process — Mike Heit — HLA
9. **Unfinished Business**
10. **New Business**
- a. Kittitas County Economic Development Partnership Documents — Bryan Elliott — Kittitas County Auditor
 - b. Task Order No. 2025-04 — Bullfrog Flats Development Review — Mike Heit — HLA
 - c. Task Order No. 2025-05 — City Heights Development Review — Mike Heit — HLA
 - d. Indian John Service Agreement — Mathew Bailey — Public Works Director
 - e. Request for Leak Adjustment — Shirley Petrich — Steven Cook — Councilmember
 - f. Ordinance 1714 — 2026 Garbage Rates — Steven Cook — Councilmember
 - g. Resolution 2025-024 — 2026 Water Rates — Steven Cook — Councilmember
 - h. Resolution 2025-025 — 2026 Sewer Rates — Steven Cook — Councilmember
11. **Report of Committees**
- a. Public Works & Community Development
 - b. Public Safety & Health
 - c. Lodging Tax & Events
 - d. General Government
 - e. Coal Mines Trail
12. **Councilmember Comments - Limited to 5 Minutes**
13. **Mayor's Report**
14. **Adjournment**

Upcoming Meetings:

Lodging Tax & Events Committee Meeting — November 12, 2025, at 8:30 a.m.

Historical Preservation Commission Meeting — November 18, 2025, at 3:00 p.m.

Planning Commission Meeting — November 18, 2025, at 6:00 p.m.

Public Safety & Health Committee Meeting — November 19, 2025, at 2:00 p.m.

Regular Council Meeting — November 25, 2025, at 6:00 p.m.

General Government Committee Meeting — November 26, 2025, at 8:30 a.m.

City Council Agenda November 10, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

Coal Mines Trail Commission Meeting — December 1, 2025, at 4:00 p.m.

Public Works & Community Development Committee Meeting — December 3, 2025, at 8:30 a.m.

City of Cle Elum Council Meeting

November 10, 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

CLE ELUM CITY COUNCIL
MINUTES
OCTOBER 28, 2025
6:00 PM
119 W FIRST STREET
CLE ELUM, WA 98922

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

Roll Call

Present:

Cassidy Buechle - Curtis
Ken Ratliff
Beth Williams
Steven Harper (via zoom)
Steven Cook
Jerred Weis
Audrey Malek

Staff Present:

Matthew Lundh — Mayor
Rob Omans — City Administrator
Debbie Lee — Clerk
Colleda Monick — Planner
Robin Newcomb — Finance Director
Mathew Bailey — Public Works Director
Rich Albo — Police Chief
Ben Annen — HLA

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

2. Executive Session RCW 42.30.110(i) Potential Litigation

- a. (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.](#)

The Council entered Executive Session for 15 minutes and will return at 6:17 p.m. No action is expected following the Executive Session.

The Mayor later announced an extension of the Executive Session until 6:33 p.m.

City Council Agenda October 28, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

b. [October 28, 2025, Executive Session Script](#)

3. **Public Comment – Limited to 5 Minutes**

No public comments were made.

4. **Announcements, Appointments, Awards & Recognition**

5. **Approval of Meeting Agenda**

Councilmember Cook moved to add the November 3rd letter regarding the Bullfrog Overpass to the consent agenda.

Councilmember Ratliff would prefer the item to be on the regular agenda.

MOTION: Councilmember Cook made a motion to amend the agenda as presented by adding the November 3, 2025, letter regarding Bullfrog Overpass under New Business F; seconded by Councilmember Harper.

MOTION CARRIED: 7 yes 0 no.

MOTION: Councilmember Cook made a motion to approve the agenda as amended; seconded by Councilmember Williams.

MOTION CARRIED: 7 yes 0 no.

6. **Consent Agenda**

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

MOTION CARRIED: 7 yes 0 no.

a. [October 14, 2025, Cle Elum Council Meeting Minutes](#)

b. [October 16, 2025, Cle Elum Special Transportation Benefit Board Meeting Minutes](#)

c. [October 28, 2025, Payables \\$612,387.93](#)

d. [Progress Estimate #4 Second Street Roundabout Interwest Construction \\$5,272.50](#)

City Council Agenda October 28, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

- e. [Progress Estimate #13 Downtown Revitalization Active Construction \\$81,958.47](#)

7. **Department Head Reports**

- a. [Rob Omans, City Administrator](#)

See attached report.

Councilmember Ratliff inquired as to who has been submitting Public Records Requests. Rob Omans, City Administrator, will begin including a monthly Public Records Request (PRR) report in future council packets.

- b. [Colleda Monick — Planner](#)

Colleda Monick — Planner, provided an update from the Climate Advisory Committee, noting that October utility bills will include a link to an anonymous survey to gather public feedback and encourage community engagement. The survey will also be available through the City's website and Facebook page.

- c. [Mathew Bailey, Public Works Director](#)

See attached report.

Mathew Bailey — Public Works Director reported that citizens did an excellent job conserving water and remained within the wellhead output range.

Councilmember Harper asked for an update on the City Heights sewer line related to the bond, which is about to expire. Public Works inspected the line last week and noted it was inspected three times last year. A one-year conditional use was granted after a few issues were identified and repaired at the time the issue was identified. The sewer line is currently in good condition.

- d. [Rich Albo, Police Chief](#)

See attached report.

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

- a. [Bullfrog Flats Park - Richard Rawlings, New Home Co.](#)

City Council Agenda

October 28, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

Colleda Monick, planner, provided helpful historical background on the project. The original 2002 proposal included 18 acres of park featuring a large lake and a private clubhouse. As the project evolved, plans were revised to better align with community preferences. The updated concept removes the lake and instead features a public park while maintaining the overall acreage for ballfields, sports courts, trails, and related amenities.

The developers aim to complete the project by October 30, 2027, though they are interested in finishing sooner since this serves as the entrance to the housing area. The updated and revised plan will be shared soon. It is still in the early stages and will require a land use review, but it will not go through a public hearing process. The Public Works Commission will review the information at its meeting on November 5, 2025, at 12:00 p.m., and Public Works will bring feedback to New Home Co. to assist in finalizing the plans.

Richard Rawlings, representing New Home Co., shared additional details. He noted that the company would like the park and trail amenities to coincide with the marketing and opening of the surrounding area. Much of the infrastructure, roads, etc. appears substantially complete, particularly in the first phase of the plats. New Home Co. owns all three phases, and the first three plats are scheduled to be recorded in November. Building permits will begin to be issued shortly thereafter. The roundabout is expected to be completed in the spring.

The design goal is to preserve as many trees as possible, offering a natural, filtered view into the park. The Bullfrog Flats community will include a private pool area, while the remaining park space will be public, featuring natural play materials located under the forest canopy.

Park Features Include:

- Approximately 15 private parking stalls along the park frontage, with an additional 10 proposed if needed.
- Parking is designed to blend naturally between trees, similar to a campground layout.
- Pickleball and volleyball courts, a berm, and three shelters with built-in BBQ areas and tables.
- Restrooms near the forest playground (approximately ½ acre in size).
- A 100-foot forest buffer to preserve natural space and minimize potential nuisances.
- A looped trail encircling the property that will eventually connect to the regional trail network.
- Approximately 15–16 private parking spaces and 54 public spaces.

City Council Agenda

October 28, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

Council and staff expressed appreciation for the thoughtful approach to parking, access, and shelter placement, noting that the design provides convenient access for drop-off and elderly visitors and has a similar feel to Dawson Park.

Feedback and comments should be submitted to Mathew Bailey prior to the Public Works Commission meeting on November 5, 2025, at 12:00 p.m.

b. [Jordan Peterson, Downtown Association](#)

See attached report.

9. **Business Requiring Public Hearings**

a. [2026 Preliminary Budget - Robin Newcomb, Finance Director](#)

The Public Hearing opened at 7:37 p.m. and closed at 7:43 p.m.

Robin Newcomb, Finance Director, provided an overview of the Preliminary Budget, noting that the Final Budget will be presented on November 25, 2025.

Public Comment:

- Lori Nevin expressed appreciation for the City's work on the budget and the continued support for the community. She was grateful that the draft budget includes a 2026 contribution for the Senior Center, which will provide meaningful assistance.
- Nora Kantwill asked whether this was the final hearing and confirmed that the council is not obligated to adopt the budget at the November 25, 2025, meeting. She also inquired about the utility tax rate and any potential increase. It was noted that the rate remains unchanged from previous years.

The budget must be adopted prior to the end of the year.

There were no council comments.

10. **Unfinished Business**

City Council Agenda

October 28, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

11. New Business

a. Ordinance 1712 - Budget Amendment #2 - Robin Newcomb, Finance Director

Robin Newcomb, Finance Director, reported on expenses from the general fund, noting City Heights garnishments and a leasehold tax that was charged to the city but later refunded. See the attached report for details.

Councilmember Cook noted that the City Heights expenses were paid from the General Fund and stated that a budget amendment was required.

MOTION: Councilmember Cook made a motion to approve Ordinance 1712; seconded by Councilmember Buechle - Curtis.

MOTION CARRIED: 7 yes 0 no.

b. Kittitas County Public Facility Agreements 2025 Small Capital Projects - Ben Annen, HLA

Ben Annen, HLA, reported that both grants are through the same program. Cle Elum was able to capitalize on over half of the funds that had been set aside.

The resurfacing of the road to complete the Downtown Revitalization project was described as the “icing on the cake.” The project received \$714,000 from the County Block Grant, with an additional \$111,000 needed. A 0.09 grant opportunity arose, and the project was fully funded.

Annen also provided an update on the Railroad Street Rehabilitation and Truck Route project, which aims to divert commercial trucks off First Street to preserve the roadway. This project is double-funded: initial funding came from the Federal Highway Administration, and the additional funding will cover a portion of the 13% city match; there will still be some city match money that will need to be funded. The city still has time to pursue other funding opportunities.

Mayor Lundh noted that several projects (eight in total) were presented through a competitive process using a thoughtful, regional scoring approach. Cle Elum’s projects scored #2 and #3, reflecting the city’s strong effort in preparing high-quality applications. The awards also highlight the work of HLA on behalf of the city.

Steven Cook added that the quality of HLA’s work is difficult to overstate compared to the other applications submitted.

MOTION: Councilmember Harper made a motion to authorize the Mayor to sign both the 2025 Distressed County Sales and Use Tax Infrastructure Improvement

City Council Agenda

October 28, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

Program Agreements between Kittitas County and the city of Cle Elum relating to First Street & Oakes Avenue Resurfacing Project and Railroad Street Rehabilitation & Truck Route Project; seconded by Councilmember Cook.

MOTION CARRIED: 7 yes 0 no.

First Street & Oakes Avenue Resurfacing Project \$111,498.00

Railroad Street Rehabilitation & Truck Route Project \$98,502.00

- c. [City Engineer Consultant Agreement HLA for Services 2026-2028 - Rob Omans, City Administrator](#)

Rob Omans, City Administrator, reported that every three years, the city issues a Request for Qualifications (RFQ). For this cycle, years 2026–2028, the City received one submission from HLA. Per state guidelines, a selection committee reviewed and scored the application, and HLA was unanimously ranked the highest by the committee.

Mayor Lundh, Councilmembers Cook, and Bailey reached agreement on the recommendations, and the agreement was reviewed and approved by the city attorney.

Based on this, Omans recommended that the council engage HLA for a three-year term.

MOTION: Councilmember Cook made a motion to approve HLA as the City of Cle Elum's Engineer for the years 2026-2028; seconded by Councilmember Harper.

MOTION CARRIED: 7 yes 0 no.

- d. [Resolution 2025-023 - City of Cle Elum Council Setting a Public Hearing Date to Consider the Proposed Assumption of the Transportation Benefit District - Colleda Monick, Planner](#)

Colleda Monick referred to the staff report, noting that there is a public process to set the date and time for the public hearing, which simplifies the overall process. This approach eliminates the need for a separate meeting or a separate annual report. The public hearing is scheduled for November 25, 2025.

MOTION: Councilmember Harper made a motion to approve Resolution 2025-023 Setting a Public Hearing Date to Consider the Proposed Assumption of the Transportation Benefit District; seconded by Councilmember Cook.

MOTION CARRIED: 7 yes 0 no.

- e. [Ordinance 1713 - Parking Code Update - Rich Albo, Police Chief](#)

Chief Albo stated that a revised version of the ordinance is in front of each council member.

City Council Agenda

October 28, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

The revision is proposed as an emergency ordinance due to pressing issues regarding parking, rather than waiting for the standard five-day period. The update addresses parking lots, alleyways, and other areas, allowing the city to properly impound or cite vehicles as needed.

Councilmember Cook noted that sections of the code may be too broad or too narrow, and do not reflect current conditions on Columbia or Second Street, where cars are often parked parallel, head-in, or facing the wrong direction. Chief Albo explained that the city would need two additional employees dedicated to being full-time parking enforcement to begin that level of enforcement. Currently, the police patrol based on complaints or if something is being obstructed, including issues that affect plowing. There are vehicles on Second and Third Street that currently obstruct sidewalks partially or completely. The revision was edited to be more flexible and would benefit from further discussion by the Public Safety Committee.

Councilmember Buechle - Curtis added that this is a good opportunity to review the code, gather community feedback, and prioritize needed changes.

MOTION: Councilmember Cook made a motion to approve Ordinance 1713 Parking Code Update; seconded by Councilmember Harper.

MOTION CARRIED: 7 yes 0 no.

f. [Interstate 90 Exit 80 Overpass Replacement and Future Corridor Planning Letter — Mayor Lundh](#)

Transportation Leaders, Department of Transportation and other groups drafted this letter regarding the Interstate 90 Exit 80 Overpass Replacement and Future Corridor Planning.

Councilmember Ratliff noted that the city is impacted by the situation, describing it as a statewide emergency. A letter regarding the overpass was generated by the county after consultation with the Mayors of Cle Elum and Roslyn, requesting a modest pause to address ongoing issues first.

Mayor Lundh stated that severe problems have eased since the freeway reopened. He noted that this section of I-90 is being widened, and the city may need to consider future costs. There has been discussion regarding truck parking. When the pass is closed, there may be short-term opportunities to increase truck parking at the weigh station rather than simply restoring the bridge as it was. Mayor Lundh emphasized addressing growth challenges now, rather than waiting.

Mayor Lundh also noted that the situation qualifies as a state of emergency, which would not occur during a standard budget cycle. Other cities have already signed the letter. The Mayor acknowledged the comments. It was stated that there is a vacancy on the I-90 Steering Committee.

MOTION: Councilmember Cook made a motion to authorize the Mayor to sign the letter; seconded by Councilmember Harper.

City Council Agenda October 28, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

MOTION CARRIED: 7 yes 0 no.

12. Report of Committees

a. Public Works & Community Development

No update at this time.

b. Public Safety & Health

Councilmember Buechle-Curtis reported that staff will be sending the draft Fire Code to the City Attorney soon. The Addressing Code is still under review by the attorney. During the meeting, discussion arose regarding the Parking Code, and it was noted that it should be reviewed more closely. City Clerk Debbie Lee will email the Public Safety and Health Committee to collect feedback.

c. Lodging Tax & Events

Councilmember Cook stated that for those considering a lodging tax application, the committee recommends submitting applications as soon as possible. The process involves committee recommendation followed by council approval.

Scoring for the consolidated tax awards is being finalized. The full meeting is scheduled for November 14, 2025, in Ellensburg.

d. General Government

Councilmember Harper reported that Jackie VonDongen, Code Enforcement, is taking on the task of Title 6, which is being revised in a more comprehensive rewrite and will be brought back to the committee for further review.

Councilmember Buechle-Curtis noted that Title 8 — Health & Safety will be reviewed by the Public Safety & Health Committee.

There was a robust discussion regarding mobile vendor fees.

Regarding the Señor Bones lease extension, staff noted that a longer lease would provide Señor Bones with considerable savings on purchases. A new lease is being drafted due to the change of the city attorneys, including language to keep up with inflation, which is under review. The Mayor expressed concern about him signing the lease before it is finalized.

MOTION: Councilmember Ratliff moved to approve the work of staff and consultants in

City Council Agenda

October 28, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

advance of the lease finalization, allowing the Mayor to sign once the lease is ready and pending legal review.

MOTION: Councilmember Harper made a motion to authorize the Mayor to sign the lease before being finalized by the attorney with a 3-year lease extension; seconded by Councilmember Ratliff.

A poll vote was requested:

Buechle-Curtis - nay

Ratliff - yes

Williams - nay

Harper - yes

Cook - nay

Weis - yes

Malek - nay

MOTION FAILED: 3 yes 4 no

e. [Coal Mines Trail](#)

Their next meeting is on November 1, 2025.

13. **Councilmember Comments - Limited to 5 Minutes**

Bryan Elliott, Kittitas County Auditor, will present an Interlocal Agreement (ILA) and Memorandum of Understanding (MOU) for Economic Development. It will be addressed at the next meeting.

Councilmember Buechle - Curtis provided an update on the upcoming cold winter shelter, highlighting the increasing volunteer support and the need for strong community involvement.

Councilmember Malek noted that the number of e-bikes around town is increasing and suggested that the Public Safety Committee consider reviewing relevant city codes.

Councilmember Cook reminded applicants for the lodging tax grant to also have their applications reviewed and proofread to ensure the highest quality, which can make a significant difference in the scoring.

14. **Mayor's Report**

Mayor Lundh reminded the council that the Elected Officials Essentials training is required for anyone elected this year and must be completed every four years. He also encouraged officials to take Public Record Requests (PRR) training and Open Public Meeting Act (OPMA) training as a refresher. A session is scheduled for December 6, 2025, in Union Gap from 9:00 a.m. to 2:00 p.m. Those interested can notify the clerk for group registration.

Mayor Lundh also provided an update on the settlement conference with City Heights held last

City Council Agenda

October 28, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

Monday. He thanked Steven Harper, Steven Cook, Cassidy Buechle - Curtis, Rob Omans, Ben Annen, and Christina Wollman for attending. Noting that the team started at 6:00 a.m. and concluded at 1:30 a.m., with continued discussions the following day. The process is ongoing.

15. Adjourn

The Meeting was adjourned at 8:35 p.m.

Matthew Lundh, Mayor

Debbie Lee, Clerk

Payroll

CHECK REGISTER

City Of Cle Elum

Time: 10:44:00 Date: 11/05/2025

10/06/2025 To: 11/05/2025

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4601	10/20/2025	Payroll	1	EFT	Jane Agar	1,200.00	
4602	10/20/2025	Payroll	1	EFT	Virgil D Amick	1,500.00	
4603	10/20/2025	Payroll	1	EFT	Matthew R Anderson	2,000.00	
4604	10/20/2025	Payroll	1	EFT	Aaron G Barr	1,600.00	
4605	10/20/2025	Payroll	1	EFT	John M Butorac	1,900.00	
4606	10/20/2025	Payroll	1	EFT	Audrey M Casassa	1,300.00	
4607	10/20/2025	Payroll	1	EFT	Brian DeFrang	500.00	
4608	10/20/2025	Payroll	1	EFT	Bradley D Helgeson	2,000.00	
4609	10/20/2025	Payroll	1	EFT	Kathryn A Heller	750.00	
4610	10/20/2025	Payroll	1	EFT	Debbie Lee	1,100.00	
4611	10/20/2025	Payroll	1	EFT	David Lindseth	800.00	
4612	10/20/2025	Payroll	1	EFT	Edwin L Mills	2,500.00	
4613	10/20/2025	Payroll	1	EFT	Cheryl J Montgomery	2,000.00	
4614	10/20/2025	Payroll	1	EFT	Robin L Newcomb	3,500.00	
4615	10/20/2025	Payroll	1	EFT	Robert F Omans	2,000.00	
4616	10/20/2025	Payroll	1	EFT	Whitney Prosek	800.00	
4617	10/20/2025	Payroll	1	EFT	Jennifer E Rogers	2,000.00	
4618	10/20/2025	Payroll	1	EFT	Cornelia J Van Dongen	1,000.00	
4619	10/20/2025	Payroll	1	EFT	Anthony A Venera	2,000.00	
4620	10/20/2025	Payroll	1	EFT	Levi A Waddell	2,000.00	
4621	10/20/2025	Payroll	1	EFT	Umpqua Bank	20,000.00	EFT 941 for Draw Taxes
4852	11/05/2025	Payroll	1	EFT	Jane Agar	2,493.29	
4853	11/05/2025	Payroll	1	EFT	Richard D Albo	8,371.66	
4854	11/05/2025	Payroll	1	EFT	Virgil D Amick	3,254.26	
4855	11/05/2025	Payroll	1	EFT	Matthew R Anderson	3,553.05	
4856	11/05/2025	Payroll	1	EFT	Mathew D Bailey	5,161.55	
4857	11/05/2025	Payroll	1	EFT	Aaron G Barr	3,323.23	
4858	11/05/2025	Payroll	1	EFT	Cassidy J Buechle-Curtis	227.24	
4859	11/05/2025	Payroll	1	EFT	John M Butorac		
4860	11/05/2025	Payroll	1	EFT	Audrey M Casassa	2,365.05	
4861	11/05/2025	Payroll	1	EFT	Steven Cook	227.24	
4862	11/05/2025	Payroll	1	EFT	Brian DeFrang	5,170.09	
4864	11/05/2025	Payroll	1	EFT	Carl J Heimbigner	125.73	
4865	11/05/2025	Payroll	1	EFT	Bradley D Helgeson	5,727.28	
4866	11/05/2025	Payroll	1	EFT	Kathryn A Heller	2,869.15	
4867	11/05/2025	Payroll	1	EFT	Alec Johnson	4,936.35	
4868	11/05/2025	Payroll	1	EFT	Craig D Juris	4,149.69	
4869	11/05/2025	Payroll	1	EFT	Jessica T Korich	3,346.16	
4870	11/05/2025	Payroll	1	EFT	Debbie Lee	5,484.93	
4871	11/05/2025	Payroll	1	EFT	David Lindseth	4,020.70	
4872	11/05/2025	Payroll	1	EFT	Trent S Lombardi	3,406.30	
4873	11/05/2025	Payroll	1	EFT	Matthew Lundh	2,631.04	
4874	11/05/2025	Payroll	1	EFT	Mario M Magnotti	5,866.96	
4875	11/05/2025	Payroll	1	EFT	Audrey Malek	227.24	
4876	11/05/2025	Payroll	1	EFT	Edwin L Mills	4,315.80	
4877	11/05/2025	Payroll	1	EFT	Cheryl J Montgomery	2,855.72	
4878	11/05/2025	Payroll	1	EFT	Robin L Newcomb	2,793.85	
4879	11/05/2025	Payroll	1	EFT	Robert F Omans	4,819.99	
4880	11/05/2025	Payroll	1	EFT	Amy E Pridemore	1,696.48	
4881	11/05/2025	Payroll	1	EFT	Whitney Prosek	2,627.16	
4882	11/05/2025	Payroll	1	EFT	Kenneth C Ratliff	227.24	
4883	11/05/2025	Payroll	1	EFT	Jennifer E Rogers	3,671.40	
4884	11/05/2025	Payroll	1	EFT	Kelsey Seiser	4,379.57	
4885	11/05/2025	Payroll	1	EFT	Chase M Stanley	1,036.95	

CHECK REGISTER

City Of Cle Elum

Time: 10:44:00 Date: 11/05/2025

10/06/2025 To: 11/05/2025

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4886	11/05/2025	Payroll	1	EFT	Kaylee M Thompson	125.73	
4887	11/05/2025	Payroll	1	EFT	Cornelia J Van Dongen	1,072.26	
4888	11/05/2025	Payroll	1	EFT	Anthony A Venera	5,132.27	
4889	11/05/2025	Payroll	1	EFT	Levi A Waddell	2,229.93	
4890	11/05/2025	Payroll	1	EFT	Correy A Ware	967.71	
4891	11/05/2025	Payroll	1	EFT	Jerred Weis	227.24	
4892	11/05/2025	Payroll	1	EFT	Brian Welch	4,669.37	
4893	11/05/2025	Payroll	1	EFT	Elizabeth M Williams	227.24	
4912	11/05/2025	Payroll	1	EFT	AWC Health Insurance	13,576.56	Pay Cycle(s) 11/05/2025 To 11/05/2025 - Asuris 250 Med/Den/Vis
4913	11/05/2025	Payroll	1	EFT	Colonial Life	604.26	Pay Cycle(s) 11/05/2025 To 11/05/2025 - Colonial Insurance Pre; Pay Cycle(s) 11/05/2025 To 11/05/2025 - Colonial Insurance
4914	11/05/2025	Payroll	1	EFT	HRA VEBA Trust Contributions	7,612.00	Pay Cycle(s) 11/05/2025 To 11/05/2025 - Veba
4915	11/05/2025	Payroll	1	EFT	Northwest Admin Transfer Acct	6,676.00	Pay Cycle(s) 11/05/2025 To 11/05/2025 - NW Admin RWT/Dental
4916	11/05/2025	Payroll	1	EFT	Teamsters Local #760	1,687.00	Pay Cycle(s) 11/05/2025 To 11/05/2025 - Teamsters Dues
4917	11/05/2025	Payroll	1	EFT	UEBT	25,523.00	Pay Cycle(s) 11/05/2025 To 11/05/2025 - UEBT Medical Vision
4918	11/05/2025	Payroll	1	EFT	Umpqua Bank	35,874.93	941 Deposit for Pay Cycle(s) 11/05/2025 - 11/05/2025
4919	11/05/2025	Payroll	1	EFT	WA State Dept of Retirement Sys.	4,868.53	Pay Cycle(s) 11/05/2025 To 11/05/2025 - Deferred Comp
4920	11/05/2025	Payroll	1	EFT	WA State Dept of Retirement Sys.	25,354.47	Pay Cycle(s) 11/05/2025 To 11/05/2025 - PERS2; Pay Cycle(s) 11/05/2025 To 11/05/2025 - LEOFF2; Pay Cycle(s) 11/05/2025 To 11/05/2025 - PERS 3
4921	11/05/2025	Payroll	1	EFT	Washington State Support Registry	1,529.42	Pay Cycle(s) 11/05/2025 To 11/05/2025 - Child Support
4863	11/05/2025	Payroll	1	47975	Steven M Harper	217.24	
4894	11/05/2025	Payroll	1	47976	Bill Rolcik Memorial Fund	130.00	Pay Cycle(s) 11/05/2025 To 11/05/2025 - Bill Rock Mem Fund
4895	11/05/2025	Payroll	1	47977	WCTPTF	6,128.10	Pay Cycle(s) 11/05/2025 To 11/05/2025 - Teamsters Pension Trust
511 Legislative						1,883.91	
512 Judicial						5,849.07	
513 Executive						12,201.67	
514 Financial, Recording & Elections						17,347.97	
521 Police Department						118,626.17	
522 Fire Department						16,002.00	
524 Protective Inspections						4,894.52	
536 Cemetery						2,865.79	
558 Planning & Community Devel						4,568.96	
572 Libraries						12,142.00	
576 Park Facilities						8,678.75	
580 Non Expenditures						-1,875.54	
001 Current Expense/General Fund						203,185.27	
542 Streets - Maintenance						17,622.69	
101 Street Fund						17,622.69	

CHECK REGISTER

City Of Cle Elum

10/06/2025 To: 11/05/2025

Time: 10:44:00 Date: 11/05/2025

Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			521 Police Department			19,781.00	
			104 Police 3/10's Sales Tax Fund			19,781.00	
			542 Streets - Maintenance			115.21	
			110 Coal Mine Trail Fund			115.21	
			534 Water Utilities			30,598.35	
			401 Water Fund			30,598.35	
			537 Garbage & Solid Waste			3,911.92	
			402 Garbage Fund			3,911.92	
			535 Sewer			27,031.17	
			409 Sewer Fund			27,031.17	
						302,245.61	Payroll: 302,245.61

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 _____

Audrey Malek Date _____

CHECK REGISTER

City Of Cle Elum

Time: 15:28:54 Date: 11/05/2025

10/29/2025 To: 11/10/2025

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4697	11/01/2025	Claims	1	EFT	U.S. Cellular	124.10	Water plant M2M connection
4738	10/29/2025	Claims	1	EFT	Umpqua Bank	815.26	September Bank Fees
4739	10/29/2025	Claims	1	EFT	WA State Dept of Revenue	20,323.06	September Excise
4740	10/29/2025	Claims	1	EFT	Lumen (Level 3)		Wrong amount
4746	10/29/2025	Claims	1	EFT	U.S. Bank		Wrong bank
4752	10/29/2025	Claims	1	EFT	Cintas Corporation	232.42	Mats, Towels, Uniforms Public Works 10/14
4772	10/29/2025	Claims	1	EFT	Cintas Corporation	244.19	Public works mats, towels, uniforms 10/21
4773	10/29/2025	Claims	1	EFT	Crystal Springs	84.86	City Hall water
4781	10/29/2025	Claims	1	EFT	Wix LTD	818.74	Fire Dept 3 year domain 11/1/25 to 11/2/28
4782	11/01/2025	Claims	1	EFT	T-Mobile	94.05	City Hall backup internet
4800	10/29/2025	Claims	1	EFT	WA State Dept of Licensing	18.00	Gun permit 1150
4818	10/30/2025	Claims	1	EFT	WA State Dept of Licensing	18.00	Gun Permit 1149
4846	10/31/2025	Claims	1	EFT	Cintas Corporation	244.19	Public works mats, towels, uniforms 10/28
4847	11/03/2025	Claims	1	EFT	Gigabeam Internet	57.00	Fire Dept internet
4848	11/03/2025	Claims	1	EFT	Inland Networks	30.00	Library alarm monitoring
4849	11/03/2025	Claims	1	EFT	Methodworks	752.69	Oct IT monitoring and patching/backups
4850	11/03/2025	Claims	1	EFT	Wholesail Networks	1,262.25	City Internet
4910	11/04/2025	Claims	1	EFT	WA State Dept of Licensing	18.00	Gun Permit 1148
4911	11/04/2025	Claims	1	EFT	Xpress Bill Pay	717.75	October merchant fees
4974	10/31/2025	Claims	1	EFT	Microsoft	151.62	Microsoft
4975	10/31/2025	Claims	1	EFT	Microsoft	1,955.91	
4976	10/31/2025	Claims	1	EFT	Microsoft	41.15	
4978	10/31/2025	Claims	1	EFT	Lumen (Level 3)	24.67	City hall long distance
4933	11/10/2025	Claims	1	47978	Abadan	29.07	Police dept copier usage 9/2 to 10/1
4934	11/10/2025	Claims	1	47979	Jane Agar	270.00	October library cleaning
4935	11/10/2025	Claims	1	47980	Brown and Jackson Septic	750.00	Port A Potty Oct 2025-- Roslyn Coal Mine Trail location; Ronald Coal Mine Trail location; Coal Mine Trailhead location; Port A Potty Oct 2025 - 719 E 3rd Park; Port A Potty Oct 2025 1002 Forest Serv
4936	11/10/2025	Claims	1	47981	Central Cleaning	480.00	Cleaning -- City Hall 10/20, Shop 10/21 and 10/29, Police 10/23 and 10/30, Fire Dept 10/24
4937	11/10/2025	Claims	1	47982	Central Cleaning	480.00	Cleaning -- City Hall 11/3, Shop 11/4 and 11/11, Police 11/6 and 11/11, Fire 11/7
4938	11/10/2025	Claims	1	47983	Cintas Fire 636525	3,084.53	Public works fire extinguisher inspections; Library fire extinguisher inspections; Fire Dept extinguisher inspections; Fire Dept Main extinguisher inspections; City Hall Main extinguisher inspections;
4939	11/10/2025	Claims	1	47984	Cle Elum Farm and Home	288.96	Fire Dept Acct 24 -- batteries, flag; City Acct 22 -- Shop, Hansen restroom, pictures, parks, flagpole park
4940	11/10/2025	Claims	1	47985	Cle Elum Hardware	111.49	City shop/public works Acct 90 -- Cemetery Wreck Nit crb, New F450, F450 burr cyl

CHECK REGISTER

City Of Cle Elum

Time: 15:28:54 Date: 11/05/2025

10/29/2025 To: 11/10/2025

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4941	11/10/2025	Claims	1	47986	Copiers Northwest Inc.	282.57	Public works/Library copier usage 10/1 to 10/31; Copier usage city hall overage charge 10/1 to 10/31 overage period
4942	11/10/2025	Claims	1	47987	EBSCO Information Services	514.48	Library books
4943	11/10/2025	Claims	1	47988	FCI Custom Vehicles	169.11	Police Dept MZL Timer
4944	11/10/2025	Claims	1	47989	Flock Group Inc.	379.05	Police Dept Repair
4945	11/10/2025	Claims	1	47990	General Code	331.50	Code update Ordinance 1705,1706,1707,1708, 1704,1709,1710
4946	11/10/2025	Claims	1	47991	H.D. Fowler	333.74	Water meter supplies/shaft simtap
4947	11/10/2025	Claims	1	47992	Heritage Law	3,875.00	October Defense Attorney Fees
4948	11/10/2025	Claims	1	47993	Intermountain/Radio Shack	21.66	Police Dept batteries
4949	11/10/2025	Claims	1	47994	James Oil Company	837.31	Fire Dept fuel 10/27; Public works fuel sewer 10/16 to 10/31; Police Dept fuel Oct 16 to Oct 31
4950	11/10/2025	Claims	1	47995	Jerrol's	158.07	Copy paper & pre perforated paper
4951	11/10/2025	Claims	1	47996	Law Office of Mark W. Garka, PLLC	4,000.00	October Prosecution Services
4952	11/10/2025	Claims	1	47997	Leads Online	2,569.96	Police Dept powerplus investigation system
4953	11/10/2025	Claims	1	47998	Life Assist	932.63	Fire Dept Aid Car Supplies
4954	11/10/2025	Claims	1	47999	Marson & Marson	509.60	Returned wood stake 50/ bundle; Flag pole park sign - wood screws 50ct, lag 50ct, 2" impact bit, 6x6 10' treated, 6x6 8' treated, Concrete mix.; Flag pole park sign - screws, 2x4 8', wood stake bundle
4955	11/10/2025	Claims	1	48000	Gary McLean	12,721.25	Hearing Examiner Fees -- Nov 2024 to March 2025 -- Blue Fern/Bullfrog Flats
4956	11/10/2025	Claims	1	48001	Mountain Auto Parts	2,185.32	City/Public Works.Acct 2385- X575 battery etc, F150, F450 cable ties, filters, driveshaft bolt, durapatcher hose, shop pliersbent, small sander battery, jeep cherokee;; Police Acct 2387 -- Brad PD tru
4957	11/10/2025	Claims	1	48002	Northern Kittitas County Tribune	213.40	ORDINANCE 1704, 1705, 1708; 1709, 1710; Ordinance 1706
4958	11/10/2025	Claims	1	48003	Robert F Omans	267.87	Candy for Boo Elum
4959	11/10/2025	Claims	1	48004	One Call Concepts, Inc	23.63	Call Before Dig Tickets/Oct x 17
4960	11/10/2025	Claims	1	48005	Performance Systems Int. LLC	1,639.75	Fire Dept alarm inspection
4961	11/10/2025	Claims	1	48006	Jennifer E Rogers	44.94	Police employee uniform - sunglasses
4962	11/10/2025	Claims	1	48007	Storey Service Station	126.53	Fire Dept Oct Fuel
4963	11/10/2025	Claims	1	48008	Sun Communities	15,398.77	Refund of Developer Deposit
4964	11/10/2025	Claims	1	48009	Veolia Water North America	132,429.69	Waste water september 2025; Water september 2025; November O&M Fees 2025-waste water; Water Treatment Plant O&M 2025 November
4965	11/10/2025	Claims	1	48010	WA State Patrol	12.00	Police Dept background checks
4966	11/10/2025	Claims	1	48011	Washington Assoc of Bldg Officials	109.00	2026 Membership renewal
4967	11/10/2025	Claims	1	48012	Waste Management Corp. Serv.	94,115.87	October 2025 service residential commercial rolloff

CHECK REGISTER

City Of Cle Elum

10/29/2025 To: 11/10/2025

Time: 15:28:54 Date: 11/05/2025

Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4968	11/10/2025	Claims	1	48013	Waste Management Corp. Serv.	15,258.42	Deposit on account to be refunded at a later date per attorneys
4969	11/10/2025	Claims	1	48014	Theresa Wescott	167.78	1925.0 - 812 E SECOND ST -- Refund
4970	10/31/2025	Claims	9	EFT	U.S. Bank	40.50	October safekeeping fees
					511 Legislative	544.90	
					515 Legal Services	7,875.00	
					518 Centralized Services	6,331.48	
					521 Police Department	4,600.09	
					522 Fire Department	6,169.82	
					536 Cemetery	148.30	
					558 Planning & Community Devel	109.00	
					572 Libraries	917.70	
					576 Park Facilities	1,026.10	
					001 Current Expense/General Fund	27,722.39	
					542 Streets - Maintenance	614.08	
					543 Streets Admin & Overhead	151.37	
					101 Street Fund	765.45	
					542 Streets - Maintenance	330.00	
					110 Coal Mine Trail Fund	330.00	
					580 Non Expenditures	15,398.77	
					123 Sun Communities CRA 2018-01 Devel. Fund	15,398.77	
					558 Planning & Community Devel	12,721.25	
					131 Blue Fern DA # 2002-01 CRA 2024-01,03	12,721.25	
					340 Charges For Goods & Services	69.60	
					534 Water Utilities	12,774.37	
					401 Water Fund	12,843.97	
					340 Charges For Goods & Services	30.47	
					537 Garbage & Solid Waste	115,089.57	
					402 Garbage Fund	115,120.04	
					534 Water Utilities	84,725.49	
					404 Water Regional Fund	84,725.49	
					340 Charges For Goods & Services	67.71	
					535 Sewer	5,439.99	
					409 Sewer Fund	5,507.70	
					535 Sewer	47,990.30	
					410 Sewer Regional Fund	47,990.30	
					580 Non Expenditures	66.00	
					699 State Agency Fund 380/580	66.00	
					* Transaction Has Mixed Revenue And Expense Accounts	323,191.36	
							Claims: 323,191.36

CHECK REGISTER

City Of Cle Elum

Time: 15:28:54 Date: 11/05/2025

10/29/2025 To: 11/10/2025

Page: 4

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
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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:

_____	Date _____
Jerred Weis	

_____	Date _____
Steven Harper	

_____	Date _____
Audrey Malek	

City Administrator

Staff Report
(November 10, 2025)

Budget:

As a reminder the second 2026 budget public hearing is set for November 25. If you recall in October, we held hearings on both the property tax increase and the initial 2026 budget.

October Public Records Requests:

A total of 31 public records requests were received in October. Future updates will be provided monthly and will include a list of requester names.

October Building Permits:

In October, the Building Department issued 8 permits, bringing the total number of permits for the year to 85. To date, we've collected nearly \$154,000 in revenue.

Audit News:

On Wednesday, November 19th at 11:00 a.m., the state auditors will hold the financial audit exit interview and the accountability audit entrance conference. All council members should receive a personal invite.

2026 Council Committees:

As you may recall, at the beginning of each year, a new list of committee members is created. I want to get a sense of your interest in each committee. So, keep an eye on your email—I'll be sending out the 2026 Committee Interest Form soon.

Just like last year, I'll be collecting your interest levels for the different committees. Once I have everyone's responses, I'll share them with the mayor, who will put together the new list of committee members for next year.

PUBLIC RECORDS REQUESTS -- October 2025

	Request Date	Requester Name	Requester City	Requester State
1	10/30/2025 11:03:58 AM	David Wildson	Newark	DE
2	10/31/2025 12:33:15 PM	Alec Johnson	Cle Elum	WA
3	10/29/2025 11:35:53 AM	Cassandra Miller	ellensburg	WA
4	10/30/2025 02:48:13 PM	Joseph Mello	Kent	WA
5	10/29/2025 03:31:59 PM	Mackenzie Buckley-Cheatum	Olympia	WA
		Buckley-Cheatum		
6	10/29/2025 11:27:57 AM	Nicole Roseberry	Ellensburg	WA
7	10/28/2025 01:39:22 PM	Nicole Roseberry		WA
8	10/28/2025 09:52:46 AM	Priscilla Oakley	Johnson City	TN
9	10/24/2025 10:47:31 AM	Tiffany M Wilson	CLE ELUM	WA
10	10/22/2025 04:34:31 PM	Erin Deery	Yakima	WA
11	10/22/2025 03:51:39 PM	Brandon Russell	Cle Elum	WA
12	10/20/2025 03:03:35 PM	Alexis Reeves	Spokane	WA
13	10/20/2025 11:28:36 AM	Lindsay Mills	Cle Elum	WA
14	10/20/2025 11:15:15 AM	Brandon Andrew Wilder	Fleming Island	FL
15	10/20/2025 04:04:35 PM	Rachel Beardslee	East Wenatchee	WA
16	10/17/2025 04:22:13 PM	Valerie Scott	olympia	WA
17	10/20/2025 04:12:03 PM	Gerald Lael	Ellensburg	WA
18	10/20/2025 10:06:36 AM	David Porter	Roslyn	WA
19	10/16/2025 04:40:56 PM	Christina Davis	Ellensburg WA 98926	WA
20	10/14/2025 05:11:50 PM	James Rodgers	Cleveland	OH
21	10/14/2025 04:13:36 PM	Jessika Ibarra	Pasadena	CA
22	10/09/2025 10:21:55 AM	Priscilla Oakley	Johnson City	TN
23	10/14/2025 01:57:15 PM	Christine Heimbigner Simpson	Cle Elum	WA
24	10/14/2025 12:50:24 PM	Christine Heimbigner Simpson	Cle Elum	WA
25	10/17/2025 07:54:39 AM	Christine Heimbigner Simpson	Cle Elum	WA
26	10/14/2025 02:07:10 PM	Christine Heimbigner Simpson	Cle Elum	WA
27	10/14/2025 02:07:52 PM	Christine Heimbigner Simpson	Cle Elum	WA
28	10/07/2025 12:05:46 PM	Deidrah Wright	Cle Elum	WA
29	10/06/2025 11:11:37 AM	Jenna Hitchcock	Cle Elum	WA
30	10/07/2025 08:04:33 AM	Sarah Thompson	Cle Elum	WA
31	10/01/2025 02:29:45 PM	Natalie Morrison	Wenatchee	WA



City of Cle Elum

Department of Community Development
Building & Fire Safety Division

2025 Building Permit Data

OCTOBER				YEAR TO DATE		
# OF PERMITS	VALUATION	PERMIT FEES	PERMIT TYPE	# OF PERMITS	VALUATION	PERMIT FEES
0	0.00	0.00	COMMERCIAL	3	1,696,912.56	15,083.91
0	0.00	0.00	DEMOLITION	0	0.00	0.00
0	0.00	0.00	FIRE SAFETY	5	24,831.12	1,721.86
0	0.00	0.00	FOUNDATION	0	0.00	0.00
0	0.00	0.00	GAS CONVERSION	0	0.00	0.00
0	0.00	0.00	MANUFACTURED HOME	2	0.00	2,709.25
3	0.00	883.00	MECHANICAL / PLUMBING	18	39,443.04	6,597.94
0	0.00	0.00	MULTI FAMILY	2	7,413,863.00	53,011.64
4	27,550.00	1,423.58	OTHER	26	521,810.00	14,089.90
0	0.00	0.00	GARAGE	2	56,059.68	1,628.47
1	330,000.00	4,732.55	SFR ADDITION / REMODEL	6	567,860.40	10,124.70
0	0.00	0.00	ROOF	6	0.00	2,097.50
0	0.00	0.00	NEW SINGLE FAMILY	6	2,440,025.64	34,146.46
0	0.00	0.00	TENANT IMPROVEMENT	9	737,459.53	12,700.21
8	\$357,550.00	\$7,039.13	TOTALS	85	\$13,498,264.97	\$153,911.84

CITY OF CLE ELUM
Planning Department

AGENDA
STAFF REPORT

AGENDA DATE:	November 10, 2025
ACTION REQUESTED:	None, Current Planning Update: October 8, 2025 – November 5, 2025
LEAD STAFF:	Colleda Monick, HLA

BACKGROUND:

Current Planning Permits:

1. **Site and Design Review:**
 - a. SDR-2025-004: Teanaway Court
2. **SEPA:**
 - a. SEP-2025-002: Teanaway Court, preparing to notice
3. **Preliminary Long Plat:**
 - a. SUB-2023-003, DA-2024-001, SEPA-2024-004: Wildwood Ranch, Preliminary Plat and Development Agreement, MDNS issued, public hearing date TBD
4. **Building Permits:**
 - a. Upper Kittitas County Community Recreation Center: on hold
 - b. S-2025-004: planning review completed
 - c. BDG-2025-074: planning review completed
5. **Franchise Agreement:**
 - a. FA-2025-001: redlines returned to City on 11/5
6. **Final Plats:**
 - a. FP-2025-001: Bullfrog Flats, Phase 1, S-1 - notice of incomplete issued
 - b. FP-2025-002: Bullfrog Flats, Phase 1, J - notice of incomplete issued
 - c. FP-2025-003: Bullfrog Flats, Phase 1, S-2 - notice of incomplete issued

General Planning Support:

1. **Business License Review**
2. **On-site Planning Support:** Provided on-site planning staff support, ensuring a seamless integration of planning efforts with the City's objectives. This included assisting staff with various project-related tasks such as reviewing building permits, code interpretation, participation in staff meetings, and providing project updates.

Transportation Benefit District: Assisted the City in establishing a Transportation Benefit District to create a dedicated funding source for transportation improvements. Prepared and presented information on statutory requirements, helped draft the establishing ordinance and code language, and facilitated the TBD Board meeting where the revenue source was selected. And prepared the resolution and supported the City through setting a date and time for a public hearing process to assume TBD powers.

Staff and Public Support: Responded to development-related inquiries including residential and commercial zoning development project questions, setback deviations, model homes, short-plats, transportation brokerage offices, questions related to commercial development in the downtown, mobile vending, and requirements for placing a garage near a critical area.

3. **Planning Commission.** Over the past month, I facilitated one Planning Commission meeting, managing agenda preparation, packet assembly, minute-taking, and meeting facilitation. I also worked closely with staff to ensure timely updates to the City's website and internal systems, supporting clear and transparent communication with the public.

The Planning Commission discussed proposed edits to Sports Facilities in the Downtown Commercial zoning district at their last meeting, following several public requests for an expansion of use.

4. **Historic Preservation.** Over the past month, the Historic Preservation Commission has received updates from the Department of Archaeology and Historic Preservation (DAHP). The Commission's last meeting included review for a Special Valuation application, which has not yet been finalized.

5. **Council Presentations**

Prepared reports and presentations on:

- Planning Department Reports
- Transportation Benefit District
- Climate Element Survey
- Bullfrog Flats Park Amenities

Public Works Council Update

- **PSE Electric Vehicle Charging Stations:** Pending EV charging hookups, signage, and pavement markings.
- **1st Street Revitalization:** Punch list and project timeline received. ACI and subs are currently working on punch list items. Plant counts have been taken and plants that didn't take will be replanted in the spring of 2026
- **Montgomery Water main replacement:** Bid opening November 13th
- **Sewer main Lining project:** Bid opening November 13th
- **Public Works Transitioning to Fall Maintenance:** Crews are focused on seasonal maintenance activities. Manhole raising along Coal Mines Trail, Asphalt repair on 2nd St. Hill, and Preparing for snow
- **Stormwater Survey:** HLA surveying of our Stormwater System Compleat. Currently working on Stormwater Plan and Stormwater Utility Fund. Part of Department of Ecology grant/loan
- **Bullfrog Flats**

Asphalt: First lift of asphalt installed

Bullfrog Roundabout: Pending County approval

Final Plat: Final plat submission for S-1,S-2, and J. Pending planning review

Park: Consolidating council comments and sending to Bluefern and New Homes

Cle Elum 4th Qtr Summary

		OCT	NOV	DEC	4th Qtr Totals
BOOKINGS					
DUI		2			2
Assault DV					0
Assault					0
Felony Arrests		1			1
Other Arrests					0
Juvenile Arrest					0
Warrant Arrests		1			1
					0
TOTAL MONTHLY BOOKINGS		4	0	0	4
TOTAL 2ND HALF BOOKINGS					12
Citations/Infractions		OCT	NOV	DEC	4th Qtr Totals
Traffic Infractions		7			7
Non-Traffic Infractions		0			0
Criminal Traffic Citations		1			1
Criminal Non- Traffic Citations		1			1
DUI Traffic Criminal Citations		2			2
Parking Citations					0
MONTHLY CITATION/INFRACTIONS		11	0	0	11

Monthly Report to Cle Elum City Council 4th Qtr

	Oct '24	Nov '24	Dec '24	4th Qtr TOTAL
Traffic Stops	56			56
DUI	2			2
Domestic Violence	1			1
Assault				0
assault - Child	1			1
Suicidal				0
Burglary	1			1
Vio of Order	1			1
Mal Misch	3			3
Theft	8			8
Alarm Calls	3			3
Public Assist , Civil Matter & Check Welfare	37			37
Overdose				0
Kidnapping				0
Homicide				0
Robbery				0
Stab/Gunshot Wound				0
Animal at Large	12			12
Animal Problems	3			3
Motor Vehicle Collision	4			
TOTAL CALLS	302			302
2024 Total Calls	298	300	352	950

Roslyn 4th Qtr Summary

		OCT	NOV	DEC	4th Qtr Totals
BOOKINGS					
DUI		0			0
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	
TOTAL 1Qtr HALF BOOKINGS					0
Citations/Infractions		OCT	NOV	DEC	4th Qtr Totals
Traffic Infractions					0
Non-Traffic Infractions					0
Criminal Traffic Citations					0
Criminal Non- Traffic Citations					0
DUI Traffic Criminal Citations					0
Parking Infractions		1			0
MONTHLY CITATION/INFRACTIONS		1	0	0	0

Monthly Report to Roslyn City Council

4th Qtr

	Oct '25	Nov '25	Dec '25	4th Qtr TOTAL
Traffic Stops	5			5
DUI				
Domestic Violence				
Assault				
assault - Child				
Suicidal	1			1
Burglary				
Vio of Order				
Mal Misch	1			1
Theft	1			1
Alarm Calls	4			4
Public Assist				
Overdose				
Kidnapping				
Homicide				
Robbery				
Stab/Gunshot Wound				
Animal at Large	1			1
Animal Problems				
TOTAL CALLS	71			71
2024 Total Calls	71	87	96	254

Officer Report Council Meeting 11-10-2025

Your honorable Mayor and city council,

1. Report on calls in the month of October we had 40 calls, 2 fires, 24 Ems, 12 others and 2 false alarms.

Fire reports break down.

Had mutual aid request with standby 1 engine with 4 Persons standby at station 51

House fire fully involved for district 7. They had 2 engines, a BC, ladder truck and three tenders in route. Roslyn fire was in route with one engine with 5. One tender in route from Easton.

Second was an

2. Friday November 21st still working on schedule but I've been told we are a go on the open air burn and bio char demo.
3. Any questions for me currently

Cle Elum Fire Department

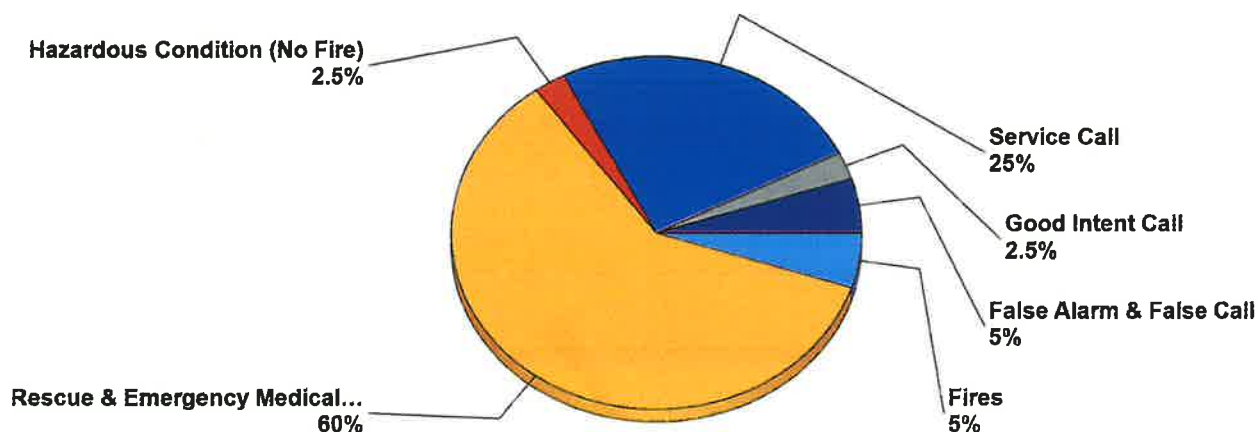
Cle Elum, WA

This report was generated on 11/10/2025 8:13:48 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 10/01/2025 | End Date: 10/31/2025



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	5%
Rescue & Emergency Medical Service	24	60%
Hazardous Condition (No Fire)	1	2.5%
Service Call	10	25%
Good Intent Call	1	2.5%
False Alarm & False Call	2	5%
TOTAL	40	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.



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Page # 1 of 2

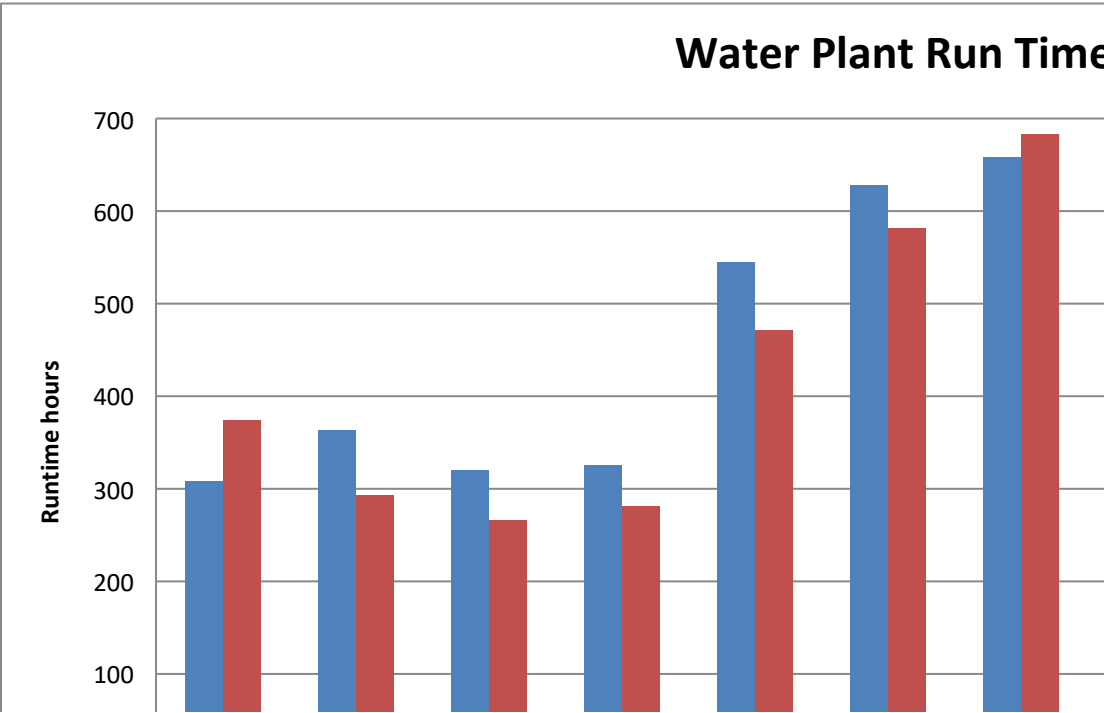
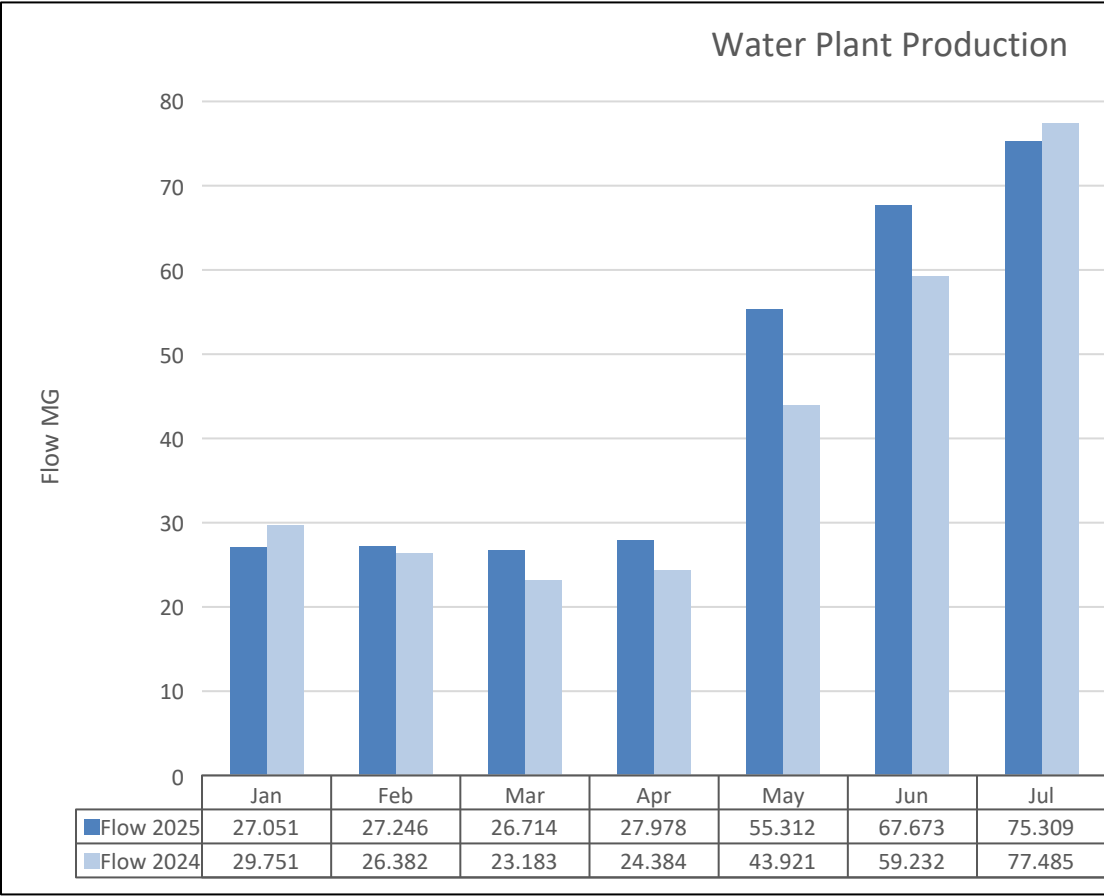
Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	2.5%
113 - Cooking fire, confined to container	1	2.5%
311 - Medical assist, assist EMS crew	6	15%
321 - EMS call, excluding vehicle accident with injury	18	45%
444 - Power line down	1	2.5%
510 - Person in distress, other	2	5%
531 - Smoke or odor removal	1	2.5%
550 - Public service assistance, other	3	7.5%
551 - Assist police or other governmental agency	1	2.5%
553 - Public service	1	2.5%
561 - Unauthorized burning	1	2.5%
571 - Cover assignment, standby, moveup	1	2.5%
631 - Authorized controlled burning	1	2.5%
740 - Unintentional transmission of alarm, other	1	2.5%
743 - Smoke detector activation, no fire - unintentional	1	2.5%
TOTAL INCIDENTS:	40	100%

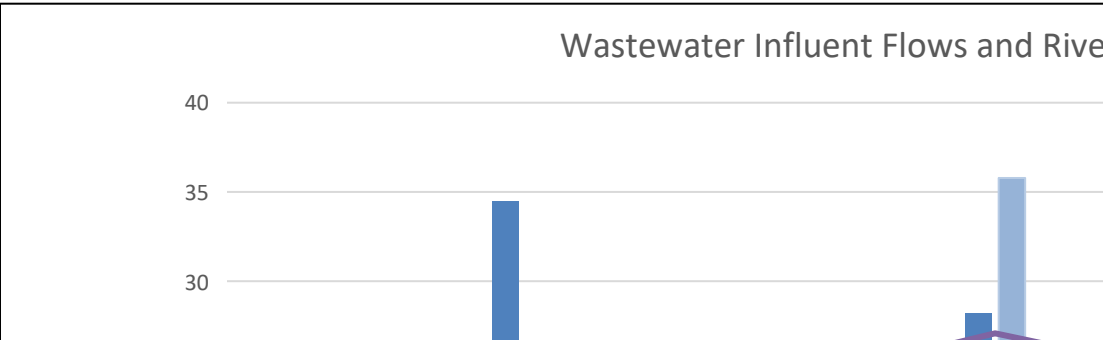
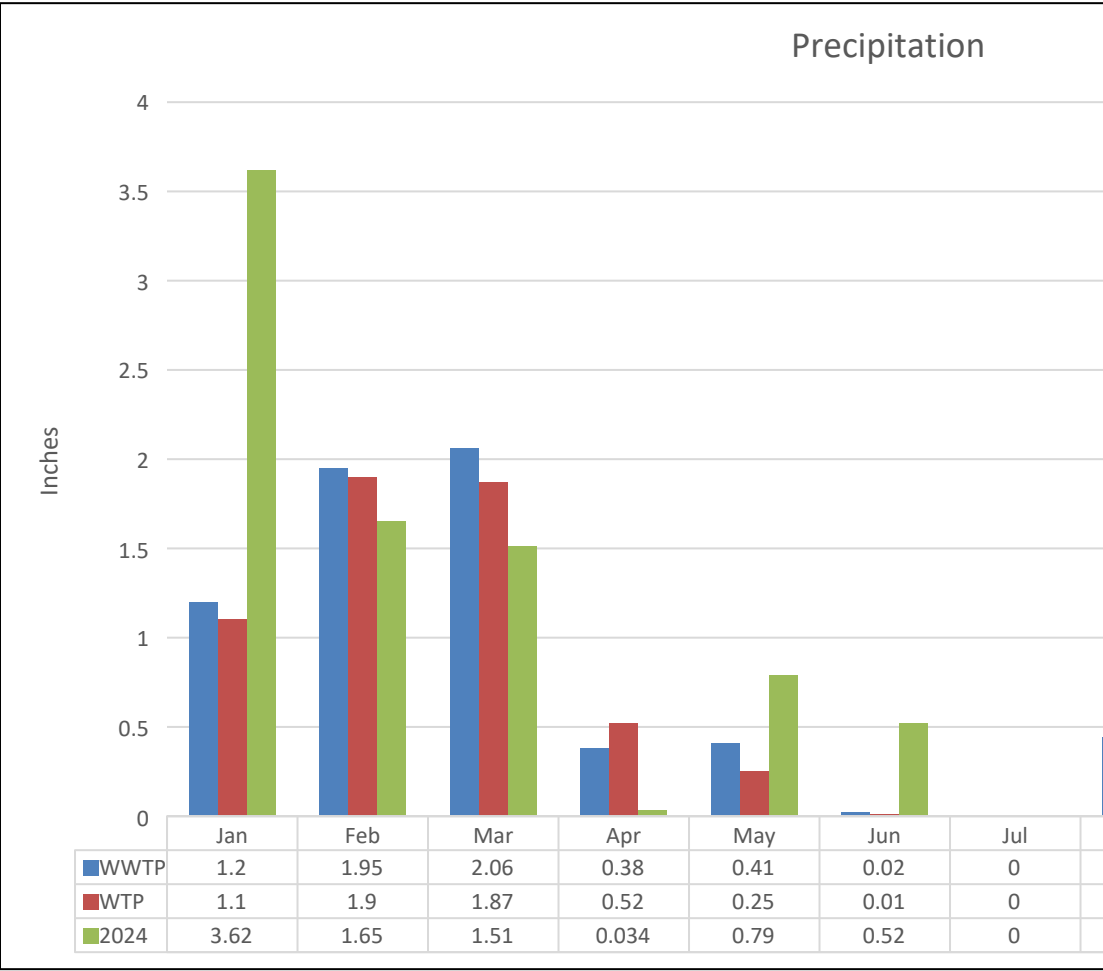
Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

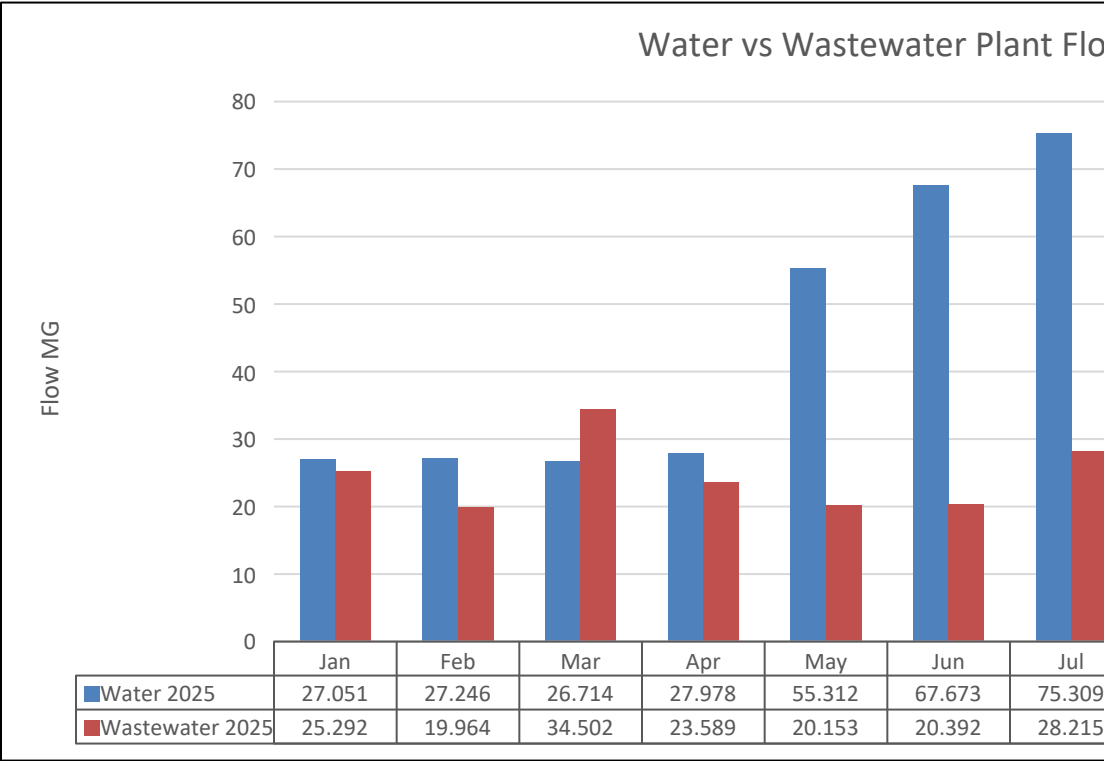
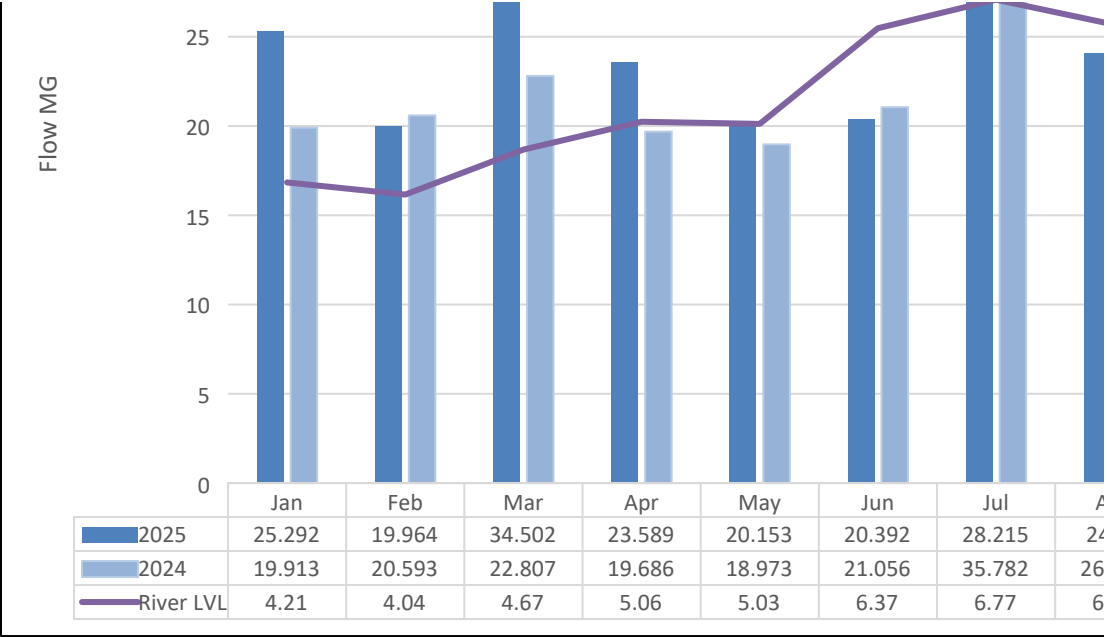


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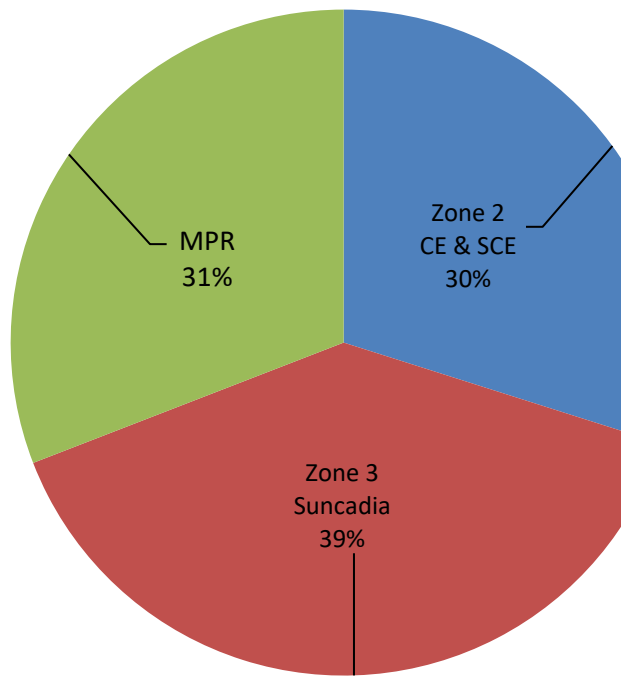


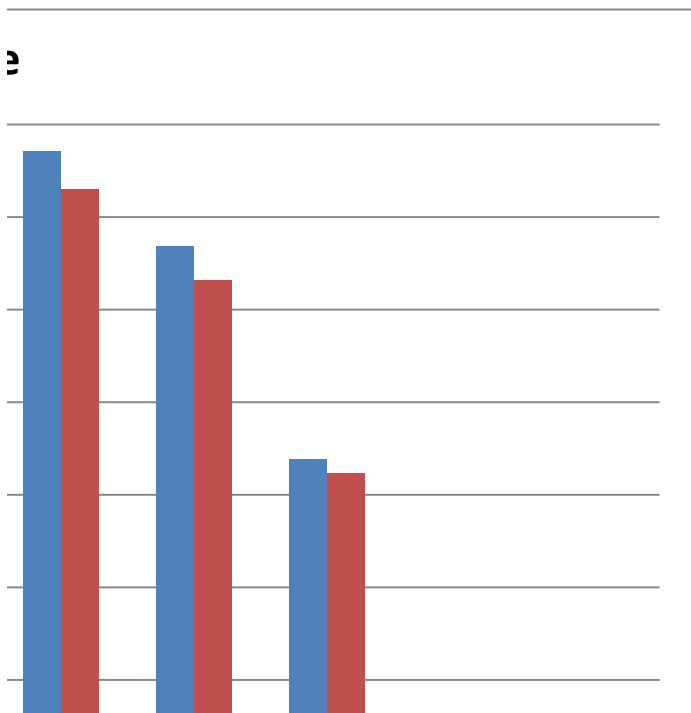
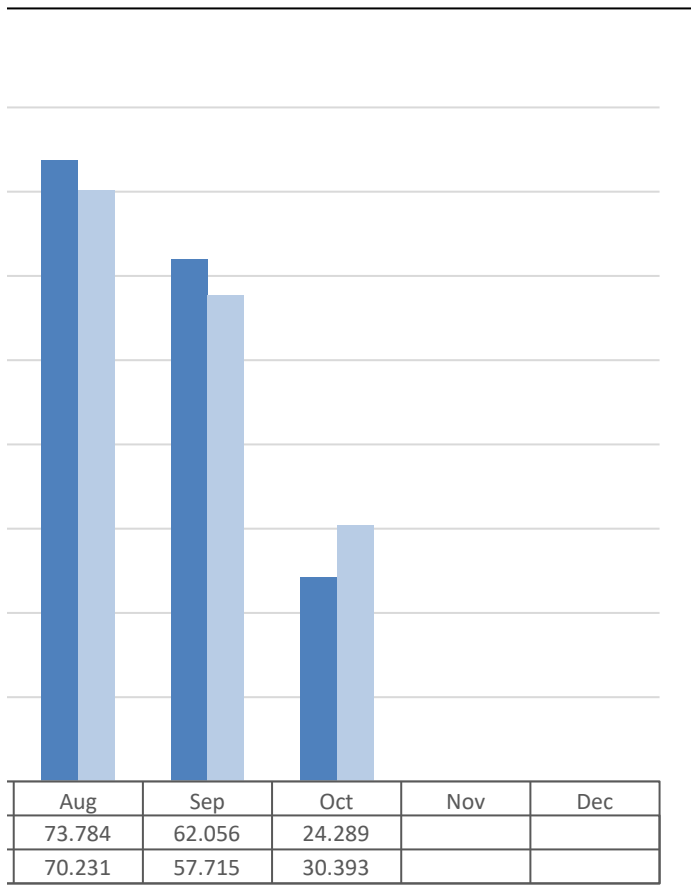
0								
	Jan	Feb	Mar	Apr	May	Jun	Jul	
2025	308	364	320.7	326	545.2	628	658	
2024	374	293	266	281	471	582	683	

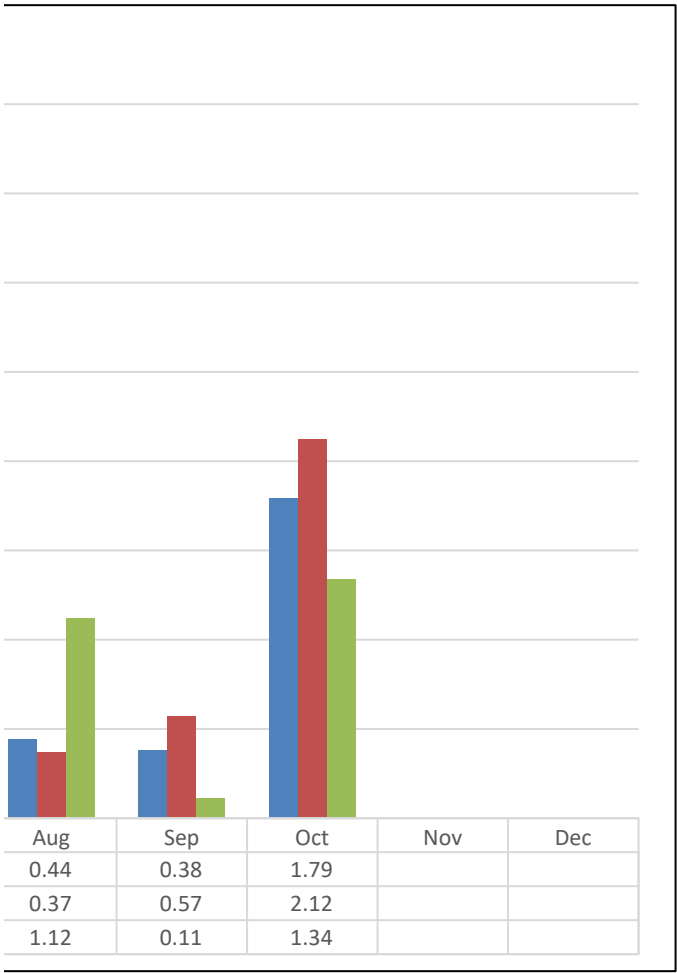
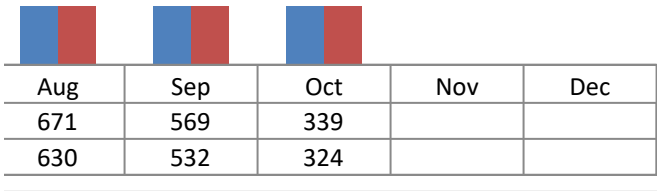


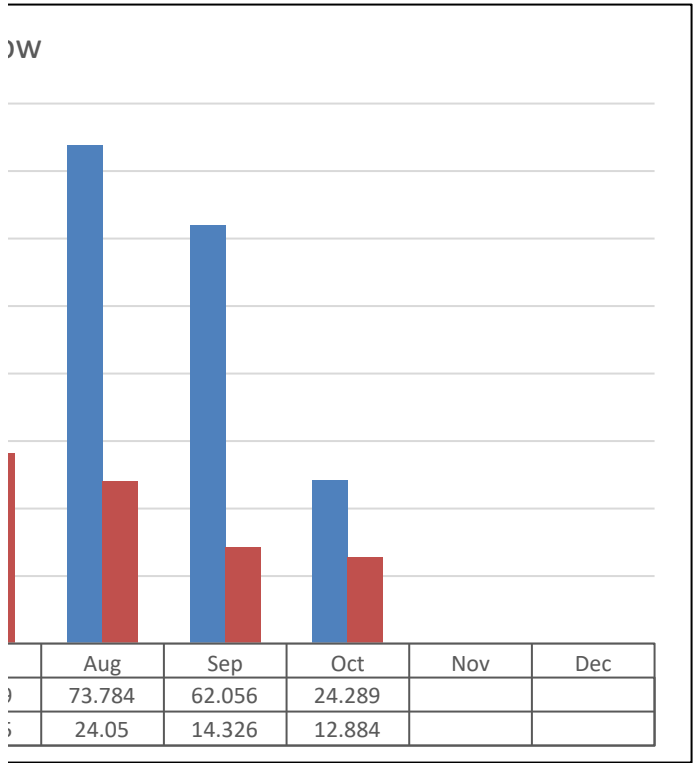
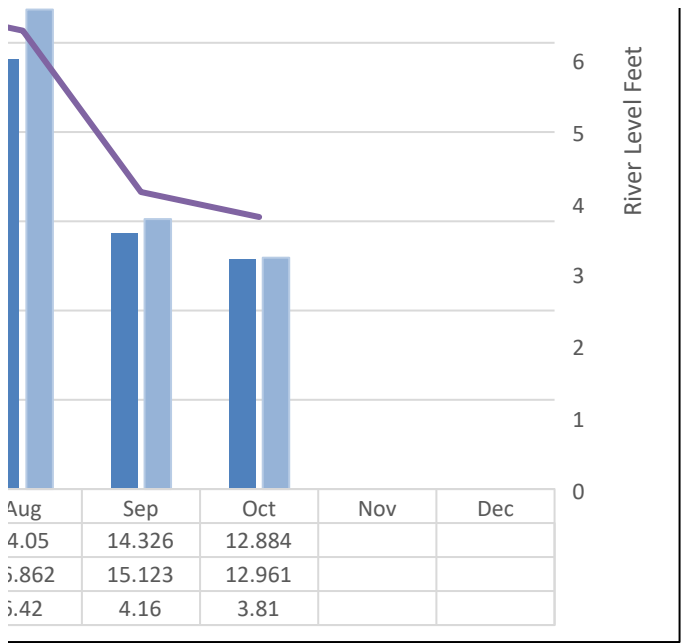


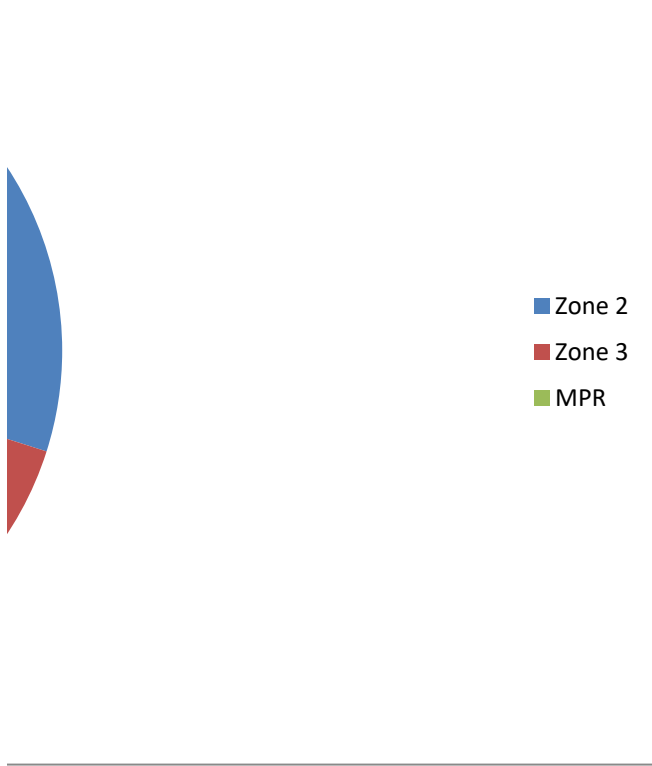
Percent of Flow - October











November 10, 2025 Council Meeting

- Good evening Honorable Mayor and members of the Council.
 - My usual graphs are enclosed in your council packet, I would be happy to answer any questions you may have about them.
 - October has been a pretty intense month with the Curtailment order from the Department of Ecology, all of the communities did a fantastic job to conserve water. We were able to meet system demands through prudent reservoir management.
 - We are back on the Yakima river as primary supply source.
 - The replacement variable frequency drive for the wastewater plant is on site, installation is set for December 1st.

CITY OF CLE ELUM
Public Works Department

AGENDA DATE: November 10, 2025

ITEM TITLE: **Public Hearing:** The public hearing is to review final project performance on CDBG 21-62210-026 - Stafford Avenue Corridor Improvements funded by the Community Development Block Grant (CDBG).

SUMMARY: The City of Cle Elum identified the Stafford Avenue corridor as a priority for infrastructure rehabilitation. The Stafford Avenue Corridor Improvements project goal was to rehabilitate an antiquated water distribution main that serves a majority of the city limits, in conjunction with reconstructing a deteriorated collector roadway.

The City and HLA were successful in securing a \$1,400,000 grant for the design and construction of the improvements.

The project successfully replaced approximately 900 lineal feet of 70-year-old 12" asbestos cement (AC) pipe water main within the Stafford Avenue with a new 12" PVC water main pipe. The pipe is connected to Pressure Zone 1 reservoir, directly serving the central and easterly city limits. This area has experienced several breaks over recent years, impacting up to 1,800 of the City's estimated total population of 2,233.

The new water main included connecting and looping existing "dead end" distribution water main at Fourth Street, providing redundancy, water quality, and fire flow improvements. Fire hydrants were also added along the Stafford corridor to improve public safety.

The street improvements including widening Stafford Avenue to 28' and a grade reduction to 10.5% to meet the City Standard, where emergency, public, and bus service can be provided year-round, in addition to providing a safe ingress/egress corridor to the 7 Hill neighborhood. Fifth Street was also improved including widening to 28' with curb on the south side. Roadside safety features such as guardrail and retaining wall were installed to improve safety for all users. Stormwater was improved by directing and collecting runoff at the curb line, where it flows to an infiltration trench, reducing degradation of the roadway, and increasing public safety for navigation in inclement weather.

The Stafford Avenue Corridor Improvement project's total cost was \$1,415,000, of which \$1,400,000 was paid for by the CDBG grant.

The project was accepted as complete by City Council on October 14, 2025.

LEAD STAFF:

Mike Heit, PE, Engineering Consultant for the City of Cle Elum

**City of Cle Elum
Regular City Council Meeting**

AGENDA DATE:	November 10, 2025
ACTION REQUESTED:	Request Mayor’s Signature on a Memorandum of Understanding and Interlocal Agreement in support of the Kittitas County Economic Development Partnership
BACKGROUND:	The Conference of Governments (COG) has spent the past several years defining the optimal structure and process to implement the Kittitas County Economic Development Strategic Plan (KCEDSP). This effort focused on aligning governmental, nonprofit, and private sector organizations to support county-wide economic development goals. A task force, guided by consultants from the University of Northern Iowa (UNI) and facilitated by Central Washington University (CWU), recommended a new collaborative action model. This entity, the Kittitas County Economic Development Partnership (KCEDP), will serve as the county's unified implementation body. The KCEDP will be comprised of identified economic development ‘doers,’ who will be collectively supported by and accountable to the Conference of Governments (COG.) At the September 9, 2025, Cle Elum City Council meeting, members of the task force spoke on behalf of the KCEDP. No action was requested at the time.
INTERACTION:	The proposed KCEDP model, including the governing Memorandum of Understanding (MOU) and Interlocal Agreement (ILA), was developed through the Economic Development Task Force. This task force represented broad county support, including participants from: six municipalities, the Chamber of Commerce, Downtown Associations, CWU and other community groups to include Easton and Snoqualmie Pass community associations.
RECOMMENDATION:	Approve Mayor’s Signature on a Memorandum of Understanding and Interlocal Agreement in support of the Kittitas County Economic Development Partnership
ATTACHMENT	Kittitas County Economic Development Partnership Model Kittitas County Economic Development Partnership MOU Kittitas County Economic Development Partnership ILA
LEAD STAFF:	Bryan Elliott, Chair of COG

Exhibit A

MEMORANDUM OF UNDERSTANDING FOR THE FORMATION OF THE KITITAS COUNTY ECONOMIC DEVELOPMENT PARTNERSHIP

THIS MEMORANDUM OF UNDERSTANDING (referred to as "MOU" and/or "Agreement") is entered into by and among Kittitas County, the municipalities of Ellensburg, Kittitas, Cle Elum, South Cle Elum, and Roslyn, the Kittitas County Chamber of Commerce, Ellensburg Downtown Association, Cle Elum Downtown Association, Roslyn Downtown Association, and Central Washington University (collectively, the "Parties"), all located within Kittitas County, Washington.

WHEREAS, the Parties recognize the need for coordinated economic development to foster a vibrant, resilient, and diversified economy in Kittitas County; and

WHEREAS, the Parties pledged in 2023 to collaborate under a cooperative framework to implement the Kittitas County Economic Development Strategic Plan ("the Plan") through the signing of the Letter of Mutual Partnership; and

WHEREAS, the Parties now desire to formalize their continued commitment to the partnership by forming a collaborative entity to implement the Plan; and

WHEREAS, the Parties agree that a collaborative partnership will provide a better avenue to expand resources maximizing investment of Kittitas County's Rural Counties Public Facilities Sales Tax Credit funding (0.9%) under RCW 82.14.370 to ensure successful implementation of the Plan under the authority of the Conference of Governments (COG); and

WHEREAS, the Parties agree that the Conference of Governments, organized as a regional planning agency with the purpose of developing and promoting communication, understanding, and cooperation among the member jurisdictions under RCW 36.70.060 and RCW 36.64.080 through RCW 36.64.110, is the appropriate oversight agency for strategic economic development collaboration.

NOW, THEREFORE, the Parties agree as follows:

1. DEFINITION: We define economic development in Kittitas County as the active work and intentional choices we make to foster diverse local businesses, recruit compatible industries, and create pathways to sustainable, living-wage jobs, driven by strategic decisions on community and infrastructure investment. It demands conscious effort to ensure this growth strengthens our quality of life by expanding opportunities and improving housing affordability, while deliberately safeguarding the agricultural roots, rural and historic character, and natural beauty unique to Kittitas County.

2. PURPOSE: The purpose of this Agreement is to establish the Kittitas County Economic Development Partnership (KCEDP) as a collaborative action entity to facilitate,

coordinate, and conduct economic development activities within Kittitas County while implementing the recommendations of the Plan, within the scope of each Party, under the authority of COG.

This Agreement also establishes and sets forth the KCEDP vision, mission, and values (see Exhibit B).

3. ACTION: As members of COG, municipal government Parties to this Agreement will work collaboratively with Kittitas County to formalize the organizational structure, accountability, autonomy, and any appropriate delegated authority to the agency to formally establish the final KCEDP reporting structure. This may include additional roles, responsibilities, and funding mechanisms that will further ensure successful implementation of the Plan.

4. MISCELLANEOUS

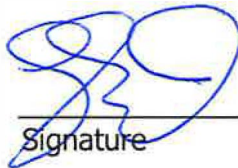
4.1 Amendments: This Agreement may be amended by written consent of all Parties, subject to approval by their respective governing bodies.

This agreement is entered into as of 27th day of October, 2025.

Kittitas County

Laura Osiadacz

Printed Name



Signature

10/27/25

Date

City of Ellensburg

Printed Name

Signature

Date

City of Cle Elum

Printed Name

Signature

Date

City of Roslyn

_____ Printed Name	_____ Signature	_____ Date
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City of South Cle Elum

_____ Printed Name	_____ Signature	_____ Date
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City of Kittitas

_____ Printed Name	_____ Signature	_____ Date
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Chamber of Commerce

_____ Printed Name	_____ Signature	_____ Date
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Ellensburg Downtown Association

_____ Printed Name	_____ Signature	_____ Date
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Cle Elum Downtown Association

_____	_____	_____
Printed Name	Signature	Date

Roslyn Downtown Association

_____	_____	_____
Printed Name	Signature	Date

Central Washington Unviersity

_____	_____	_____
Printed Name	Signature	Date

Exhibit B

KITTITAS COUNTY ECONOMIC DEVELOPMENT PARTNERSHIP (KCEDP) CHARTER

1. Vision: Kittitas County will become a model hub for transformative economic development.

2. Mission: The KCEDP is committed to fostering a vibrant, resilient, and diversified economy by uniting public and private partners across the county. We work together to implement a strategic plan that honors our unique character, strengthens local communities, and creates a sustainable economy for all residents of Kittitas County.

3. Values: The KCEDP is guided by the following goals identified under the Plan:

- A. **Collaboration:** Unite upper and lower County government and organizations in shared goals and actions that benefit the County as a whole.
- B. **Economic Resilience:** Provide residents with tools and resources to access jobs and opportunities in the area, including entrepreneurship.
- C. **Balanced Growth:** Direct and manage the County's growth to build a dynamic community that remains an attractive and affordable place to live.
- D. **Community Investment:** Develop the County's infrastructure to meet its current and future needs and position it to amplify the advantage of its central location.
- E. **Preservation:** Preserve the legacy of the County, valuing its assets and resources to turn them into opportunities for future generations.

4. ROLES AND RESPONSIBILITIES: The roles and responsibilities of this agreement are as follows. (See Exhibit C for current and future framework.)

4.1 Administrative Roles and Responsibilities: The Conference of Governments (COG) shall serve as the governing and administrative body for the KCEDP, with the following responsibilities:

- A. **Establishment:** Facilitate the formation of the KCEDP consistent with this agreement, and as needed through subsequent actions.
- B. **Oversight and Accountability:** Provide strategic guidance, ensure accountability, and monitor the performance of the KCEDP in achieving the collective mission and vision.

- C. **Resourcing:** Recommend allocation of funding and other resources necessary to support KCEDP activities.
- D. **Coordinate, Support, and Lead:** KCEDP activities, which may include assigning designated staff to:
 - i. Coordinate KCEDP initiatives and meetings.
 - ii. Manage contracts with external entities (e.g., consultants, economic development agencies) as directed by COG to support KCEDP objectives.
 - iii. Conduct direct economic development and business recruitment activities.
 - iv. Facilitate reports from the KCEDP on activities, deliverables and outcomes, to be shared with COG.
 - v. Lead and/or facilitate communication to internal and external partners, stakeholders, and community members as needed.

4.2 Partner Roles & Responsibilities: The KCEDP shall operate under the oversight of the Kittitas County Conference of Governments (COG) and shall be comprised of two separate but collaborative and interactive types of groups: the Economic Development Action Committee (Action Committee) and the Economic Development Advisory Group(s) (Advisory Group(s)).

- The Action Committee will represent each of the aforementioned partners and actively participate in the implementation of the Kittitas County Economic Development Strategic Plan ("the Plan").
- The Advisory Group will serve an ad hoc role to provide subject matter expertise to the Action Committee, special projects, and/or KCEDP.

Both the Action Committee and Advisory Group(s) bring resources, values, and expertise to the partnership through:

- A. Collaborative Action: Leverage the expertise of its members and their represented members/constituents to develop and execute initiatives that achieve the mission, vision, and values of the Partnership.
- B. Strategic Implementation: Work collectively to implement the Plan, including business retention, expansion, and recruitment; infrastructure improvement, public facilities, and community development projects.
- C. Advisory Role: Provide recommendations to the COG on economic development priorities, funding allocations, and policy changes.

- D. Accountability: Operate under the oversight of the COG, adhering to its strategic guidance.

4.3 Membership: The Action Committee will consist of “doers” tasked with implementing the recommendations of the Plan. The Advisory Group(s) will consist of stakeholders from businesses, nonprofits, government, and educational institutions.

- A. The Action Committee shall consist of the following membership seats. Membership seats within the Action Committee may be created or removed at the discretion of the COG.
 - i. Kittitas County Chamber of Commerce: One representative.
 - ii. Ellensburg Downtown Association: One representative.
 - iii. Cle Elum Downtown Association: One representative.
 - iv. Roslyn Downtown Association: One representative.
 - v. Central Washington University: One representative.
 - vi. Municipal Representatives: One representative from each of the following municipalities:
 - a. City of Ellensburg
 - b. City of Kittitas
 - c. City of Cle Elum
 - d. Town of South Cle Elum
 - e. City of Roslyn
 - f. Kittitas County
- B. The Advisory Group(s) are ad hoc committee(s) established at the request of the Action Committee (and future Executive Director) for the purpose of leveraging stakeholder expertise in advancing the implementation of the Plan.

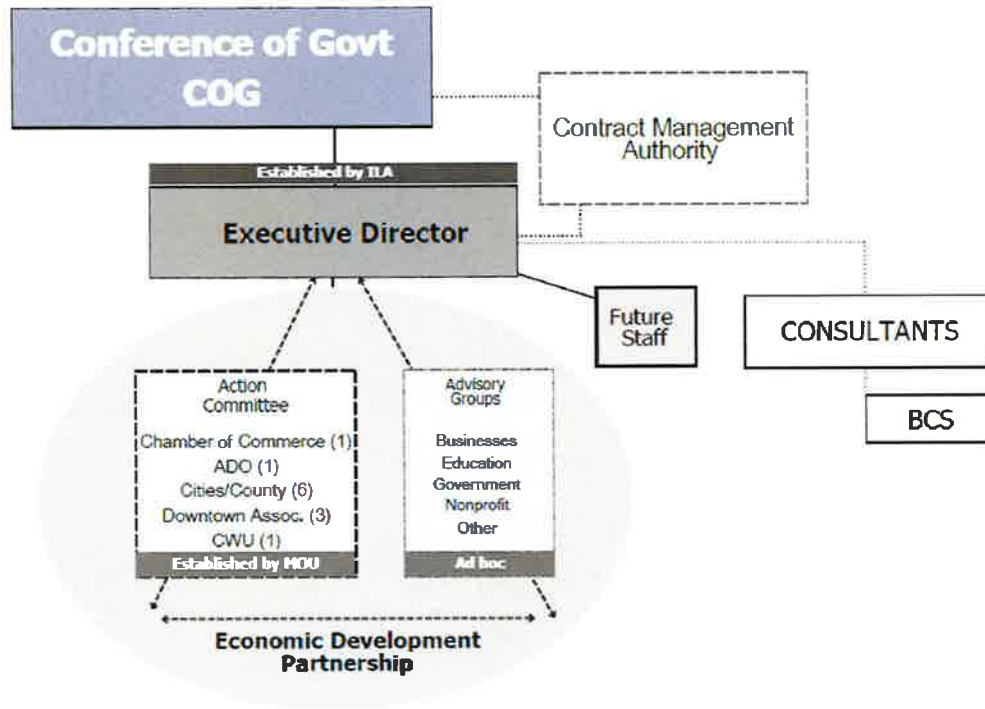
4.4 Membership Requirements and Responsibilities

- A. Qualifications: Individual Action Committee members shall be appointed by their respective municipalities or community organizations. Those appointed should possess expertise in economic development, business, community planning, and/or related fields.
- B. Meetings: The KCEDP shall meet at least quarterly, with additional meetings as needed, to review progress, plan activities, and provide recommendations to the COG.

- C. Subcommittees: The KCEDP may establish subcommittees to address specific initiatives (e.g., business recruitment, tourism, infrastructure), subject to COG approval.

Exhibit C

Kittitas County Economic Development Partnership Framework for Collaboration and Transformative Economic Development



**INTERLOCAL AGREEMENT BETWEEN KITTITAS COUNTY AND KITTITAS
COUNTY CONFERENCE OF GOVERNMENTS FOR THE KITTITAS COUNTY
ECONOMIC DEVELOPMENT PARTNERSHIP**

THIS INTERLOCAL AGREEMENT ("Agreement") is entered into pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW, by and among Kittitas County, the municipalities of Ellensburg, Kittitas, Cle Elum, South Cle Elum, and Roslyn, (collectively, the "Parties"), all located within Kittitas County, Washington.

WHEREAS, the Parties recognize the need for coordinated economic development to foster a vibrant, resilient, and diversified economy in Kittitas County; and

WHEREAS, RCW 39.34 authorizes public agencies to enter into interlocal agreements to jointly exercise powers and perform functions for the benefit of their communities; and

WHEREAS, RCW 82.14.370 authorizes rural counties to remit a portion of existing sales and use tax revenues to finance public facilities and personnel serving economic development purposes; and

WHEREAS, the Parties desire to establish a formalized partnership as a collaborative entity to implement the Kittitas County Economic Development Strategic Plan; and

WHEREAS, the Parties seek to define roles, responsibilities, and funding mechanisms of such a partnership under the oversight of the Kittitas County Conference of Governments (COG); and

WHEREAS, the Parties, and other economic development have signed a Memo of Understanding establishing the structure of the Kittitas County Economic Development Partnership (KCEDP).

NOW, THEREFORE, the Parties agree as follows:

1. PURPOSE: The purpose of this Agreement is to establish the governance, accountability, funding, and administration for the KCEDP and specifically formalizes the relationship between COG and Kittitas County with respect to the activities of KCEDP. A Memorandum of Understanding (MOU) including an organizational chart, outlining the structure of the KCEDP and intent of public, private, and nonprofit members to work collaboratively to implement the Kittitas County Economic Development Strategic Plan is attached as Exhibits A, B, and C and incorporated herein to the Agreement.

2. ROLES AND RESPONSIBILITIES: The KCEDP shall operate as a subordinate body under the direction and oversight of the COG, adhering to its policies and strategic guidance.

2.1 Conference of Governments (COG): The Kittitas County COG shall have delegated authority by the Kittitas County Board of County Commissioners to serve as the governing and joint administrative body for the KCEDP, with the following responsibilities:

- Provide strategic guidance, ensure accountability, and monitor the performance of KCEDP in achieving the collective mission and vision.
- Make recommendations to the Kittitas County Board of County Commissioners for allocation of rural sales and use tax credit, and other resources necessary to support staffing and KCEDP activities.
- Hire, supervise, and evaluate staff position(s), including an Executive Director, to coordinate, support, and lead KCEDP activities:
 - Coordinate and facilitate the work of the KCEDP.
 - Serve as a liaison between the partnership and the COG.
 - Perform economic development activities as directed by COG.
 - Manage contracts with external entities (e.g., consultants) as specified by COG to support KCEDP objectives.
 - Additional staff or contractors may be engaged as needed, subject to funding availability and approval of the COG.
 - Conduct direct economic development and business recruitment activities in partnership with Parties.
 - Facilitate reports and communications from the KCEDP on activities, deliverables and outcomes, to be shared with COG.
- Responsible for operations and outcomes of KCEDP, including the power to:
 - Approve the KCEDP's annual work programs in support of execution of the Plan.
 - Modify or dissolve the KCEDP, subject to the terms of this Agreement.
 - Resolve disputes among KCEDP members, or between the KCEDP and the COG.

2.2 Kittitas County: Kittitas County shall be the lead agency for financial and administrative activities for the KCEDP and COG. While COG will serve as the governing authority over KCEDP, the Kittitas County Board of County Commissioners will provide budget and staffing authority, including payroll and benefits administration, for these functions and positions. Kittitas County shall provide for administrative support to COG employee(s).

3. Financing: Financing for the KCEDP shall be provided by Kittitas County, through COG, with 0.09% rural sales and use tax authorized under RCW 82.14.370. Additional financing sources may include:

- Grants from federal, state, or private entities;
- Contributions from the Parties, as mutually agreed; or
- Other revenue streams identified by the COG or KCEDP.

3.1 Budget and Financial Management:

- Kittitas County COG shall appropriate resources annually to KCEDP, subject to approval by the Kittitas County Board of County Commissioners. Appropriations shall be based on requests from the KCEDP membership and aligned with the mission, vision, values and strategic objectives of this agreement. Additional requests for funding outside of the annual appropriations process may be made by the KCEDP through COG and approved at the discretion of Kittitas County.
- The COG shall ensure that all funds are used in accordance with RCW 82.14.370 and the mission of the KCEDP. Contracts shall be used to support all COG appropriations to the KCEDP. The terms of the contracts will outline necessary reporting and reimbursement requirements for use of the funds.

4. TERM AND TERMINATION:

4.1 Term: This Agreement shall take effect upon execution by all Parties and shall remain in effect until terminated as provided below. Following termination, the Parties are mutually responsible for fulfilling any outstanding obligations under this Agreement incurred prior to the effective date of the amendment or termination.

4.2 Termination:

- By Mutual Agreement: The Parties may terminate this Agreement by unanimous written consent.
- By Individual Party: Any Party may withdraw from this Agreement with six (6) months' written notice to the other Parties.
- By COG: The COG may dissolve the KCEDP if it determines that the Partnership is no longer fulfilling its mission or is financially unsustainable, subject to consultation with the Parties.

4.3 Disposition of Assets: Upon termination or dissolution, any remaining KCEDP assets, including funds, shall be returned to the COG. If other entities have contributed funds and there is a balance remaining beyond what was contributed by the COG, then the other contributing entities shall be remitted the remaining funds in proportion to their contributions or as otherwise agreed, in compliance with RCW 82.14.370 and other applicable laws.

5. INDEMNIFICATION AND LIABILITY: Each Party shall indemnify and hold harmless the other Parties, their officers, employees, and agents from any claims, damages, or liabilities arising from the Party's actions or omissions under this Agreement, except to the extent caused by the negligence or willful misconduct of another Party.

6. DISPUTE RESOLUTION: In the event of a dispute arising under this Agreement, the Parties shall first attempt to resolve the matter through informal negotiation. If unresolved, the dispute shall be submitted to non-binding mediation, with costs shared

equally among the Parties. If mediation fails, the dispute may be resolved through legal proceedings in Kittitas County Superior Court.

7. MISCELLANEOUS:

7.1 Amendments: This Agreement may be amended by written consent of all Parties, subject to approval by their respective governing bodies.

7.2 Severability: If any provision of this Agreement is found to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.

7.3 Governing Law: This Agreement shall be governed by the laws of the State of Washington.

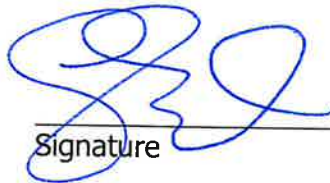
7.4 Entire Agreement: This Agreement constitutes the entire understanding among the Parties.

This agreement is entered into as of (effective date)

Kittitas County

Laura Osiadacz

Printed Name



Signature

10/21/25

Date

City of Ellensburg

Printed Name

Signature

Date

City of Cle Elum

Printed Name

Signature

Date

City of Kittitas

Printed Name

Signature

Date

Town of South Cle Elum

Printed Name

Signature

Date

City of Roslyn

Printed Name

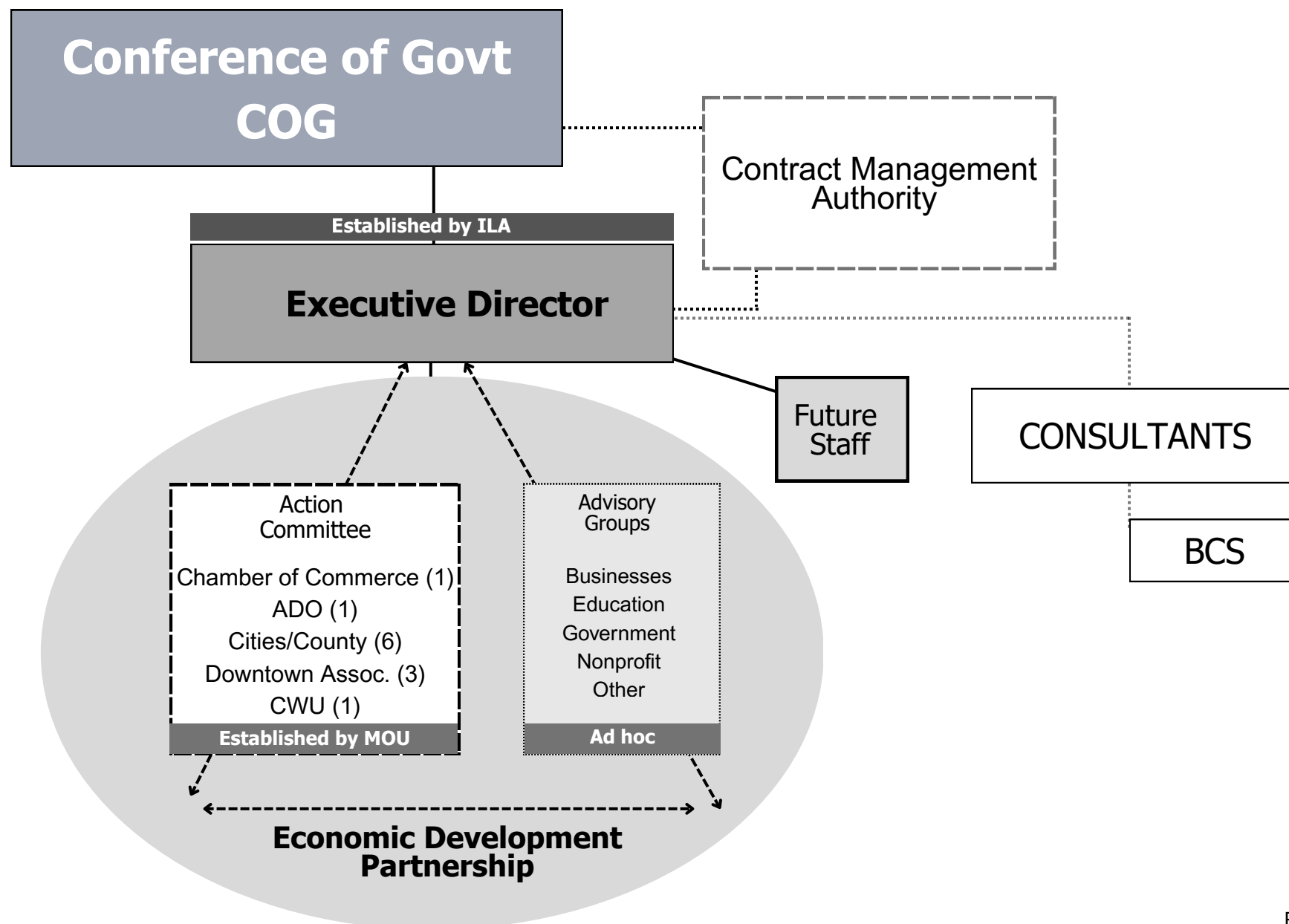
Signature

Date

Exhibits A, B, and C: Kittitas County Economic Development Partnership Memo of Understanding

Kittitas County Economic Development

Partnership Framework for Collaboration and Transformative Economic Development



Kittitas County Economic Development

DRAFT

Partnership Framework for Collaboration and Transformative Economic Development

Definition of Economic Development for Kittitas County

Economic development in Kittitas County is the active work and intentional choices we make to foster diverse local businesses, recruit compatible industries, and create pathways to sustainable, living-wage jobs, driven by strategic decisions on community and infrastructure investment. It demands conscious effort to ensure this growth strengthens our quality of life by expanding opportunities and improving housing affordability, while deliberately safeguarding the agricultural roots, rural & historic character, and natural beauty unique to Kittitas County.

Roles

The **Conference of Governments (COG)** is charged with oversight, accountability, and resourcing of the KCEDP. Facilitates the establishment of the partnership via interlocal agreement. Provides guidance, oversight and support to the partnership. Hires and supervises the staff. Appoints membership to the KCEDP. Contracts with external support as needed to successfully implement the mission/vision of the partnership.

The **Executive Director (ED)** will be directly hired and supervised by COG but will have a collaborative relationship both with the KCEDP and external support partners. Staff will be responsible for ensuring the coordination and follow through of the committee and will report regularly to COG on implementation progress. Additional responsibilities that support the mission/vision of the partnership may be directly assigned by COG.

Consultants: As needed, the KCEDP, Staff and/or COG may identify external stakeholders who can bring additional value, resources, and expertise to the partnership. These external support partners will contract directly with COG but will report to the Economic Development Director and work with KCEDP to accomplish their scope of work.

The **Kittitas County Economic Development Partnership (KCEDP)** is a group comprised of “doers” who will leverage their subject matter expertise to collaborate and conduct the work necessary to achieve the mission/vision of the partnership, using a collaborative action model. It consists of two working teams, the Action Committee and an Advisory Group:

Action Committee:

Made up of county-wide representatives from the municipalities, economic development organizations, representing member businesses, and Central Washington University. This committee of “doers” will work on the successful implementation of the economic development strategic plan.

Advisory Groups:

**Businesses | Education | Government | Nonprofit
Other**

As needed, the KCEDP, Staff and/or COG may identify external businesses and/or organizations who can bring additional value, resources, and expertise to the partnership. These external support partners will work with the KCEDP, COG, and the EDD, as needed.

Kittitas County Economic Development

Partnership Framework for Collaboration and Transformative Economic Development

Vision Statement

Kittitas County will become a model hub for transformative economic development.

Mission Statement

The KCEDP is committed to fostering a vibrant, resilient, and diversified economy by uniting public and private partners across the county. We work together to implement a strategic plan that honors our unique character, strengthens local communities, and creates a sustainable economy for all residents of Kittitas County.

Values:

The KCEDP is guided by the following goals identified in the Kittitas County Economic Development Strategic Plan:

Collaboration: Unite upper and lower County government and organizations in shared goals and actions that benefit the County as a whole.

Economic Resilience: Provide residents with tools and resources to access jobs and opportunities in the area, including entrepreneurship.

Balanced Growth: Direct and manage the County's growth to build a dynamic community that remains an attractive and affordable place to live.

Community Investment: Develop the County's infrastructure to meet its current and future needs and position it to amplify the advantage of its central location.

Preservation: Preserve the legacy of the County, valuing its assets and resources to turn them into opportunities for future generations.

Kittitas County Economic Development Timeline

2021-2022

Kittitas County engages in the development of the KCED Strategic Plan with TIP Strategies. This included extensive community engagement and all the municipalities.

2023

- City of Ellensburg creates and hires Economic Development Manager.
- Small team of County, Ellensburg, CWU travels to UNI to meet with Institute for Decision Making. (IDM)
- Held first county-wide economic development summit meeting.

2025

- Implementation Task Force w/IDM develops the Implementation Matrix.
- Begin to layout the structural framework for the governance of the implementation work.
- Develop Economic Development Partnership (doers)
- Hire Executive Director to oversee implementation.

Feb. 2023

Kittitas County Economic Development Strategic Plan completed.

2023-2024

- Small team of County, Ellensburg, CWU begin the 'road show' to other municipalities to secure commitment to continue to work together on implementation of the strategic plan. This became known as the Letter of Mutual Partnership.
- CWU engages the IDM team to facilitate development implementation plan.
- Restructured EDOs: Dissolved EBDA to make room for county-wide resource.

CITY OF CLE ELUM
Public Works Department

AGENDA STAFF REPORT

AGENDA DATE: November 10, 2025

ITEM TITLE: **HLA Engineering And Land Surveying, Inc. agreement for professional services a professional services Task Order No. 2025-04.**

ACTION REQUESTED: Confirm Task Order No. 2025-04 between the City of Cle Elum (CITY) and HLA Engineering And Land Surveying, Inc. a professional services consultant to work as the “Bullfrog Flats” development review engineer in addition to providing And authorize the mayor to sign the “Agreement for Professional Services”

ATTACHMENTS: Task Order No. 2025-04

LEAD STAFF: Mike Heit, PE, Engineering Consultant for the City of Cle Elum

TASK ORDER NO. 2025-04

REGARDING GENERAL AGREEMENT BETWEEN CITY OF CLE ELUM

AND

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

PROJECT DESCRIPTION:

Bullfrog Flats Development Review
HLA Project No. 24129E

The City of Cle Elum (CITY) seeks a professional services consultant to work as the “Bullfrog Flats” development review engineer in addition to providing planning assistance. The consultant shall be familiar with the CITY’s municipal code, resolutions, regulations, policies, and the Bullfrog Flats Development Agreement and related documents.

SCOPE OF SERVICES:

At the direction of the CITY, HLA shall provide professional engineering and planning services to support the CITY’s processing and implementation of the Bullfrog Flats development. HLA services shall include the following:

1. Provide professional engineering services and support to the CITY’s Development Review Team assigned to work on the Bullfrog Flats project. The Development Review Team includes, but is not necessarily limited to:
 - a. City Administrator/Building Official
 - b. Designated SEPA Official
 - c. City Public Works Director
 - d. City Planning Staff and Consultants
 - e. Land Use Attorneys
 - f. City Attorney
2. Implement the requirements of the Bullfrog Flats Development Agreement and related documents at the direction and supervision of the CITY’s Development Review Team.
3. Attend meetings with CITY officials and staff upon their request to discuss the CITY’s processing of the Bullfrog Flats project and implementation of the Bullfrog Flats Development Agreement and related MOUs.
4. Attend meetings with CITY and Bullfrog Flats development team to facilitate the efficient processing of Implementing Approval applications.
5. Review preliminary plat application(s) and accompanying materials and provide comments to Planning Staff.
6. Incorporate review comments into Planning Staff’s Consistency Determinations and other decisions required under the Development Agreement, including specific citations to the Development Agreement, Bullfrog Flats Environmental Impact Statement, Cle Elum Municipal Code, or State or Federal law.
7. If a decision is appealed, attend and participate in any appeal hearing(s) as requested.
8. Provide construction observation and documentation of public facilities (roads, sanitary sewer, domestic water, stormwater, etc.) as constructed by Bullfrog Flats.

9. Review final plat application(s) and accompanying materials, and provide comments to Planning Staff. If applicable, review bond documentation for uncompleted public facilities. Provide recommendations to Planning Staff on final plat processing.
10. Participate as requested in public hearings that may occur.
11. Participate as requested in mediation and arbitration proceedings that may occur.
12. Participate as requested in CITY Council executive sessions that may occur.
13. Provide briefings as requested to the Mayor and CITY Council.

TIME OF PERFORMANCE:

The term of this Agreement shall commence upon the effective date of this Task Order and shall expire on December 31, 2026. This Agreement may be extended by mutual written agreement of the Parties.

FEE FOR SERVICE:

For the services furnished by HLA as described within this Task Order, the CITY agrees to pay HLA on a time-spent basis at the current 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:		Oct 1, 2025
	_____ HLA Engineering and Land Surveying, Inc. Benjamin A. Annen, PE, Vice President	_____ Date
Approved:	_____	_____
	City of Cle Elum Matthew Lundh, Mayor	Date



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Data Bank

Data Services

Help

<

Core Data



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Core Data

Business Information

Entity Types

Financial Information

Taxpayer Information

Points of Contact

Assertions

Reps and Certs

Exclusions

Responsibility / Qualification

Entity Reporting

Entity Information

Active Registration

HLA ENGINEERING AND LAND SURVEYING INC

Unique Entity ID
SDZDPKCU1NM8

CAGE/NCAGE
36NF7

Expiration Date
Jan 24, 2026

Physical Address
**2803 River RD
Yakima, Washington
98902-1166, United States**

Mailing Address
**2803 River Road
Yakima, Washington
98902-6389, United States**

Purpose of Registration
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Version

Current Record

BUSINESS INFORMATION

Doing Business As
(blank)

Division Name
Hla Engineering And Land Surveying, Inc.

Congressional District
Washington 04

URL
www.hlacivil.com

Division Number
(blank)

State/Country of Incorporation
Washington, United States

Registration Dates

Activation Date
Jan 28, 2025

Initial Registration Date
Feb 21, 2005

Submission Date
Jan 24, 2025

Owner

CAGE

Legal Business Name

Immediate Owner	(blank)	(blank)
Highest Level	(blank)	(blank)

Entity Dates

Entity Start Date
Feb 1, 1984

Fiscal Year End Close Date
Dec 31

Owner	
-------	--

Executive Compensation

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) receive both of the following: 1. 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements and 2. \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

No

Does the public have access to information about the compensation of the senior executives in your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

Not Selected

SAM SEARCH AUTHORIZATION

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

☒ Yes

ENTITY TYPES

Business Types

Entity Structure	Corporate Entity (Not Tax Exempt)
Entity Type	Business or Organization

Socio-Economic Types

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Profit Structure	For Profit Organization
Organization Factors	Subchapter S Corporation

FINANCIAL INFORMATION

Payments

Accepts Credit Card Payments	Debt Subject To Offset ?
No	No

ACCOUNT DETAILS

EFT Indicator **0000**
CAGE Code **36NF7**

Electronic Funds Transfer

Account Type	Checking
Account Number	*****74
Routing Number	*****74
Lockbox Number	(blank)
Financial	KEY BANK

Automated Clearing House

Phone (U.S.)	5095756708
Phone (non-U.S.)	(blank)
Email	(blank)
Fax	(blank)

Remittance Address

HLA Engineering and Land Surveying Inc
2803 River Road
Yakima, Washington 98902-6389
United States

Institution

TAXPAYER INFORMATION

Taxpayer Name
HLA Engineering and
Land Surveying Inc

Address
2803 River Road,
Yakima, WA 98902-
6389
United States

Name/Title of Individual
Executing Consent
President

Signature
MICHAEL T BATTLE

EIN
*****7188

Type of Tax
Applicable Federal Tax

Tax Year (Most Recent Tax Year)
2024

TIN Consent Date
Jan 24, 2025

POINTS OF CONTACT

Accounts Receivable POC

Primary Point of Contact

Krystal R. Backes, Billing Manager

Email
kbackes@hlacivil.com

Phone
509 966-7000

Fax
5099653800

Electronic Business

Primary Point of Contact**Lisa R Adams, Controller**

Email	Phone	Fax	Address
ladams@hlacivil.com	509 966-7000	5099653800	2803 River Road Yakima, Washington 98902-6389 United States

Alternate Point of Contact**Kelly L Hedrick, HR Manager**

Email	Phone	Fax	Address
khedrick@hlacivil.com	509 966-7000	5099653800	2803 River Road Yakima, Washington 98902 United States

Government Business**Primary Point of Contact****Michael T Battle, President**

Email	Phone	Fax	Address
mbattle@hlacivil.com	509 966-7000	5099653800	2803 River Road Yakima, Washington 98902-6389 United States

Alternate Point of Contact**Lisa R Adams, Controller**

Email	Phone	Fax	Address
ladams@hlacivil.com	509 966-7000	5099653800	2803 River Road

Yakima, Washington
98902
United States



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Search

Data Bank

Data Services

Help

<

Assertions



Entity Registration

Core Data

Assertions

Reps and Certs

Exclusions

Responsibility / Qualification

Entity Reporting

HLA ENGINEERING AND
LAND SURVEYING INC

Unique Entity ID

CAGE/NCAGE

SDZDPKCU1NM8 36NF7

Entity Information

Active Registration

Expiration Date

Jan 24, 2026

10/1/25, 8:47 AM

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Physical Address

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98902-1166, United States

Mailing Address

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Purpose of Registration

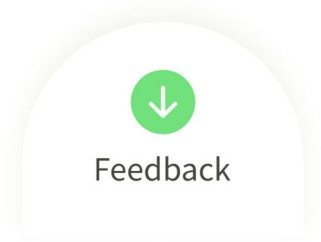
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ASSERTIONS

This entity did not choose to pursue Federal contracts. They stated their reason for registering in SAM was to pursue Federal Assistance opportunities like grants and loans. This means they are not required to complete the Assertions section of this SAM registration.



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Home

Search

Data Bank

Data Services

Help

< Exclusions



Entity Registration

Exclusions

Active Exclusions

Responsibility / Qualification

Entity Reporting

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EXCLUSIONS



There may be instances when an individual or firm has the same or similar name as your search criteria, but is actually a different party. Therefore, it is important that you verify a potential match with the excluding agency identified in the exclusion's details. To confirm or obtain additional information, contact the federal agency that took the action against the listed party. Agency points of contact, including name and telephone number, may be found by navigating to the Agency Exclusion POCs page within Help.

Active Exclusions

There are no active exclusion records associated to this entity by its Unique Entity ID.



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[Show Details](#)

Aug 15, 2025



Home

Search

Data Bank

Data Services

Help

<

Responsibility And Qualification



Entity Registration

Exclusions

Responsibility / Qualification

Exclusions

Proceedings

Other Responsibility & Integrity
Information

Corporate Relationships

Entity Reporting

Entity Information

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PROCEEDINGS

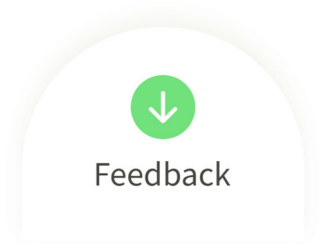
This entity is not required to report whether it has been the subject of any criminal, civil, or administrative proceedings related to federal contracts or grants.

OTHER RESPONSIBILITY & INTEGRITY INFORMATION

There are no other responsibility information records associated to this entity by its Unique Entity ID.

CORPORATE RELATIONSHIPS

Legal Business Name	CAGE	Responsibility & Integrity Record
Highest Owner		
(none)	(none)	N/A
Immediate Owner		
(none)	(none)	N/A
Predecessors		
(none)	(none)	N/A



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Unique Entity ID

SDZDPKCU1NM8

CAGE/NCAGE

36NF7

Registration Status

Expiration Date

Active Registration

Jan 24, 2026

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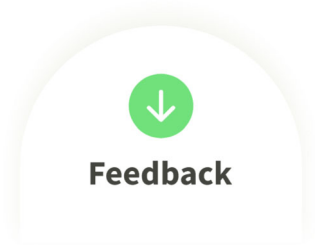
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98902-6389, United States**

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SERVICE CONTRACT REPORTS

No Reports Required. No service contracts awarded or issued in the most recent, complete federal fiscal year that meet the FAR Subpart 4.1703 reporting thresholds.



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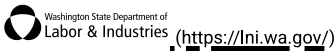
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Debarred Contractors List

A debarred contractor may not bid on, or have a bid considered on, any public works contract. You can search and filter this list using the options presented below.

Company Name: HLA Engineering and land S

WA UBI Number:

License Number:

Principal:

RCW: All

From: MM/DD/YYYY To: 10/01/2025

Penalty Due:

Wage Due:

[Download all debarment data](#)

Show 25 per page

Showing 0 records

FirstPreviousNextLast

Company Name

UBI

License

Principals

Related Business

Status

RCW

Debar Begins

Debar Ends

Penalty Due

Wages Due

There are no records that match your search criteria.

Show 25 per page

Showing 0 records

FirstPreviousNextLast

CITY OF CLE ELUM
Public Works Department

AGENDA STAFF REPORT

AGENDA DATE: November 10, 2025

ITEM TITLE: **HLA Engineering And Land Surveying, Inc. agreement for professional services a professional services Task Order No. 2025-05.**

ACTION REQUESTED: Confirm Task Order No. 2025-04 between the City of Cle Elum (CITY) and HLA Engineering And Land Surveying, Inc. a professional services consultant to work as the “City Heights” development review engineer in addition to providing And authorize the mayor to sign the “Agreement for Professional Services”

ATTACHMENTS: Task Order No. 2025-05

LEAD STAFF: Mike Heit, PE, Engineering Consultant for the City of Cle Elum

TASK ORDER NO. 2025-05

REGARDING GENERAL AGREEMENT BETWEEN CITY OF CLE ELUM

AND

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

PROJECT DESCRIPTION:

City Heights Development Review
HLA Project No. 20063E

With HLA's familiarity with the City's municipal code, resolutions, regulations, policies, and the City Heights Development Agreement and related documents, the City seeks to contract with HLA to perform as the "City Heights" development review engineer.

SCOPE OF SERVICES:

At the direction of the City, HLA shall provide professional engineering services to support the City's processing of the City Heights development. HLA services shall include the following:

1. Provide professional engineering services and support to the City's Development Review Team assigned to work on the City Heights project. The Development Review Team includes, but is not necessarily limited to:
 - a. Mayor
 - b. City Administrator/Building Official
 - c. City Public Works Director
 - d. City Planning Staff and Consultants
 - e. City Attorney
 - f. Designated SEPA Official
2. Implement the requirements of the City Heights Development Agreement and related memorandum of understanding(s) (MOU) at the direction and supervision of the City's Development Review Team.
3. Attend meetings with City officials and staff upon their request to discuss the City's processing of the City Heights project and implementation of the City Heights Development Agreement and related MOUs.
4. Attend meetings with City and City Heights' staff to facilitate the efficient processing of Implementing Approval applications.
5. Review preliminary plat application(s) and accompanying materials and provide comments to Planning Staff.
6. Incorporate review comments into Planning Staff's Consistency Determinations and other decisions required under the Development Agreement, including specific citations to the Development Agreement, City Heights Final Environmental Impact Statement, Cle Elum Municipal Code, or State or Federal law.
7. If a decision is appealed, attend and participate in any appeal hearing(s) as requested.
8. Provide construction observation and documentation of public facilities (roads, sanitary sewer, domestic water, stormwater, etc.) as constructed by City Heights.

9. Review final plat application(s) and accompanying materials and provide comments to Planning Staff. If applicable, review bond documentation for uncompleted public facilities. Provide recommendations to Planning Staff on final plat processing.
10. Participate as requested in mediation and arbitration proceedings that may occur.
11. Participate as requested in City Council executive sessions that may occur.
12. Provide briefings as requested to the Mayor and City Council.
13. Provide other engineering services as requested by the City associated with City Heights Development.

EXCLUSIONS:

HLA's professional engineering services provided under this Task Order do not include professional planning services for the City Heights development. The City may retain one or more other consultants to provide professional planning services as it deems necessary. If the City requests HLA to perform planning services, it shall be by mutual written agreement in an amendment to this agreement.

TIME OF PERFORMANCE:

The term of this Agreement shall commence upon the effective date of this Agreement and shall expire on December 31, 2026. This Agreement may be extended by mutual written agreement of the Parties.

FEE FOR SERVICES:

For the services furnished by HLA as described under this Task Order, the CITY agrees to pay HLA on a time-spent basis at the hourly billing rates included in our General Agreement, plus reimbursement for direct non-salary expenses such as printing expenses, vehicle mileage, and out-of-town travel costs. Outside subconsultant's invoices shall be marked up by a factor of 1.10 times the subconsultant invoice.

Proposed:

HLA Engineering and Land Surveying, Inc.
Benjamin A. Annen, PE, Vice President

Date

Approved:

City of Cle Elum
Matthew Lundh, Mayor

Date



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Oct 9, 2025



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Revolutionary FAR Overhaul Impacts to SAM.gov

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Aug 15, 2025



Home

Search

Data Bank

Data Services

Help



Core Data



Entity Registration

Core Data

Business Information

Entity Types

Financial Information

Taxpayer Information

Points of Contact

Assertions

Reps and Certs

Exclusions

Responsibility / Qualification

Entity Information

Active Registration

HLA ENGINEERING AND LAND SURVEYING INC

Unique Entity ID

SDZDPKCU1NM8

CAGE/NCAGE

36NF7

Expiration Date

Jan 24, 2026

Physical Address

2803 River RD

Yakima, Washington

98902-1166, United States

Mailing Address

2803 River Road

Yakima, Washington

98902-6389, United States

Purpose of Registration

Federal Assistance Awards Only

Version

Current Record

BUSINESS INFORMATION

Doing Business As

(blank)

Division Name

Hla Engineering And Land Surveying, Inc.

Congressional District

Washington 04

URL

www.hlacivil.com

Division Number

(blank)

State/Country of Incorporation

Washington, United States

Registration Dates

Activation Date

Jan 28, 2025

Initial Registration Date

Feb 21, 2005

Submission Date

Jan 24, 2025

Owner

CAGE

Legal Business Name

Immediate Owner

(blank)

Highest Level

(blank)

Entity Dates

Entity Start Date

Feb 1, 1984

Fiscal Year End Close Date

Dec 31

Owner	
-------	--

Executive Compensation

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In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) receive both of the following: 1. 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements and 2. \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

No

Does the public have access to information about the compensation of the senior executives in your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

Not Selected

SAM SEARCH AUTHORIZATION

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

☒ Yes

ENTITY TYPES

Business Types

Entity Structure	Corporate Entity (Not Tax Exempt)
Entity Type	Business or Organization

Socio-Economic Types

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Profit Structure	For Profit Organization
Organization Factors	Subchapter S Corporation

FINANCIAL INFORMATION

Payments

Accepts Credit Card Payments	Debt Subject To Offset ?
No	No

ACCOUNT DETAILS

EFT Indicator **0000**
CAGE Code **36NF7**

Electronic Funds Transfer

Account Type	Checking
Account Number	*****74
Routing Number	*****74
Lockbox Number	(blank)
Financial	KEY BANK

Automated Clearing House

Phone (U.S.)	5095756708
Phone (non-U.S.)	(blank)
Email	(blank)
Fax	(blank)

Remittance Address

HLA Engineering and Land Surveying Inc
2803 River Road
Yakima, Washington 98902-6389
United States

Institution

TAXPAYER INFORMATION

Taxpayer Name
HLA Engineering and
Land Surveying Inc

Address
2803 River Road,
Yakima, WA 98902-
6389
United States

Name/Title of Individual
Executing Consent
President

Signature
MICHAEL T BATTLE

EIN
*****7188

Type of Tax
Applicable Federal Tax

Tax Year (Most Recent Tax Year)
2024

TIN Consent Date
Jan 24, 2025

POINTS OF CONTACT

Accounts Receivable POC

Primary Point of Contact

Krystal R. Backes, Billing Manager

Email
kbackes@hlacivil.com

Phone
509 966-7000

Fax
5099653800

Electronic Business

Primary Point of Contact**Lisa R Adams, Controller**

Email	Phone	Fax	Address
ladams@hlacivil.com	509 966-7000	5099653800	2803 River Road Yakima, Washington 98902-6389 United States

Alternate Point of Contact**Kelly L Hedrick, HR Manager**

Email	Phone	Fax	Address
khedrick@hlacivil.com	509 966-7000	5099653800	2803 River Road Yakima, Washington 98902 United States

Government Business**Primary Point of Contact****Michael T Battle, President**

Email	Phone	Fax	Address
mbattle@hlacivil.com	509 966-7000	5099653800	2803 River Road Yakima, Washington 98902-6389 United States

Alternate Point of Contact**Lisa R Adams, Controller**

Email	Phone	Fax	Address
ladams@hlacivil.com	509 966-7000	5099653800	2803 River Road

Yakima, Washington
98902
United States



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Customer Service

[Help](#)

[Check Entity Status](#)

[Federal Service Desk](#)

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Oct 9, 2025



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[Show Details](#)

Aug 15, 2025



Home

Search

Data Bank

Data Services

Help

< Core Data



Entity Registration

Core Data

Business Information

Entity Types

Financial Information

Taxpayer Information

Points of Contact

Assertions

Reps and Certs

Exclusions

Responsibility / Qualification

Entity Information

Active Registration

HLA ENGINEERING AND LAND SURVEYING INC

Unique Entity ID

CAGE/NCAGE

SDZDPKCU1NM8 36NF7

Expiration Date

Jan 24, 2026

Physical Address

2803 River RD
Yakima, Washington
98902-1166, United States

Mailing Address

2803 River Road
Yakima, Washington
98902-6389, United States

Purpose of Registration

Federal Assistance Awards Only

Version

Current Record

BUSINESS INFORMATION

Doing Business As

(blank)

Division Name

Hla Engineering And Land Surveying, Inc.

Congressional District

Washington 04

URL

www.hlacivil.com

Division Number

(blank)

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Washington, United States

Registration Dates

Activation Date

Jan 28, 2025

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Feb 21, 2005

Submission Date

Jan 24, 2025

Owner

CAGE

Legal Business Name

Immediate Owner

(blank) (blank)

Highest Level

(blank) (blank)

Entity Dates

Entity Start Date

Feb 1, 1984

Fiscal Year End Close Date

Dec 31

Owner	
-------	--

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Not Selected

SAM SEARCH AUTHORIZATION

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Entity Type	Business or Organization

Socio-Economic Types

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Profit Structure	For Profit Organization
Organization Factors	Subchapter S Corporation

FINANCIAL INFORMATION

Payments

Accepts Credit Card Payments
No

Debt Subject To Offset [?](#)
No

ACCOUNT DETAILS

EFT Indicator **0000**
CAGE Code **36NF7**

Electronic Funds Transfer

Account Type	Checking
Account Number	*****74
Routing Number	*****74
Lockbox Number	(blank)
Financial	KEY BANK

Automated Clearing House

Phone (U.S.)	5095756708
Phone (non-U.S.)	(blank)
Email	(blank)
Fax	(blank)

Remittance Address

HLA Engineering and Land Surveying Inc
2803 River Road
Yakima, Washington 98902-6389
United States

TAXPAYER INFORMATION

Taxpayer Name	Name/Title of Individual
HLA Engineering and Land Surveying Inc	Executing Consent President
Address	Signature
2803 River Road, Yakima, WA 98902-6389 United States	MICHAEL T BATTLE
	EIN
	*****7188
Type of Tax	
Applicable Federal Tax	
Tax Year (Most Recent Tax Year)	
2024	
TIN Consent Date	
Jan 24, 2025	

POINTS OF CONTACT

Accounts Receivable POC

Primary Point of Contact

Krystal R. Backes, Billing Manager

Email	Phone	Fax
kbackes@hlacivil.com	509 966-7000	5099653800

Electronic Business

Primary Point of Contact**Lisa R Adams, Controller**

Email	Phone	Fax	Address
ladams@hlacivil.com	509 966-7000	5099653800	2803 River Road Yakima, Washington 98902-6389 United States

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mbattle@hlacivil.com	509 966-7000	5099653800	2803 River Road Yakima, Washington 98902-6389 United States

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ladams@hlacivil.com	509 966-7000	5099653800	2803 River Road



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[System Alerts](#)

Policies

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[Accessibility](#)

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Customer Service

[Help](#)

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[External Resources](#)

[Contact](#)



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[Show Details](#)

Oct 9, 2025



See All Alerts

Revolutionary FAR Overhaul Impacts to SAM.gov

[Show Details](#)

Aug 15, 2025



Home

Search

Data Bank

Data Services

Help

< Assertions



Entity Registration

Core Data

Assertions

Reps and Certs

Exclusions

Responsibility / Qualification

Entity Reporting

Entity Information

HLA ENGINEERING AND LAND SURVEYING INC

Active Registration

Unique Entity ID

CAGE/NCAGE

SDZDPKCU1NM8 36NF7

Expiration Date

Jan 24, 2026

11/4/25, 7:15 AM

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Physical Address

2803 River RD
Yakima, Washington
98902-1166, United States

Mailing Address

2803 River Road
Yakima, Washington
98902-6389, United States

Purpose of Registration

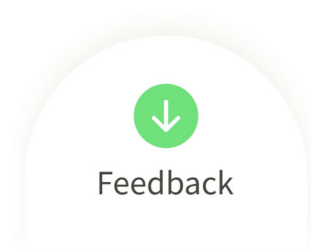
Federal Assistance Awards Only

Version

Current Record

ASSERTIONS

This entity did not choose to pursue Federal contracts. They stated their reason for registering in SAM was to pursue Federal Assistance opportunities like grants and loans. This means they are not required to complete the Assertions section of this SAM registration.



Our Website

- About This Site
- Our Community
- Release Notes
- System Alerts
- Policies
 - Terms of Use
 - Privacy Policy
 - Restricted Data Use
 - Freedom of Information Act
 - Accessibility

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- USASpending.gov
- Grants.gov
- More Partners
- Customer Service
 - Help
 - Check Entity Status
 - Federal Service Desk
 - External Resources
 - Contact



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Federal Service Desk Help During Temporary Government Shutdown

[Show Details](#)

Oct 9, 2025



See All Alerts

Revolutionary FAR Overhaul Impacts to SAM.gov

[Show Details](#)

Aug 15, 2025



Home Search Data Bank Data Services Help

< Exclusions



Entity Registration

Exclusions

Active Exclusions

Responsibility / Qualification

Entity Reporting

Entity Information

HLA ENGINEERING AND LAND SURVEYING INC

Active Registration

Unique Entity ID CAGE/NCAGE

SDZDPKCU1NM8 36NF7

Expiration Date

Jan 24, 2026

Physical Address

2803 River RD

Mailing Address

2803 River Road

Yakima, Washington

Yakima, Washington
98902-1166, United States

98902-6389, United States

Purpose of Registration

Federal Assistance Awards Only

Version

Current Record

EXCLUSIONS



There may be instances when an individual or firm has the same or similar name as your search criteria, but is actually a different party. Therefore, it is important that you verify a potential match with the excluding agency identified in the exclusion's details. To confirm or obtain additional information, contact the federal agency that took the action against the listed party. Agency points of contact, including name and telephone number, may be found by navigating to the Agency Exclusion POCs page within Help.

Active Exclusions

There are no active exclusion records associated to this entity by its Unique Entity ID.



Feedback

Our Website

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[Our Community](#)

[Release Notes](#)

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[Grants.gov](#)

[System Alerts](#)[More Partners](#)

Policies

Customer Service

[Terms of Use](#)[Help](#)[Privacy Policy](#)[Check Entity Status](#)[Restricted Data Use](#)[Federal Service Desk](#)[Freedom of Information Act](#)[External Resources](#)[Accessibility](#)[Contact](#)

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Federal Service Desk Help During Temporary Government Shutdown

[Show Details](#)

Oct 9, 2025



See All Alerts

Revolutionary FAR Overhaul Impacts to SAM.gov

[Show Details](#)

Aug 15, 2025



Home

Search

Data Bank

Data Services

Help

<

Responsibility And Qualification



Entity Registration

Exclusions

Responsibility / Qualification

Exclusions

Proceedings

Other Responsibility & Integrity Information

Corporate Relationships

Entity Information

HLA ENGINEERING AND LAND SURVEYING INC

Active Registration

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Physical Address

**2803 River RD
Yakima, Washington
98902-1166, United States**

Mailing Address

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Yakima, Washington
98902-6389, United States**

Purpose of Registration

Federal Assistance Awards Only

EXCLUSIONS

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Active Exclusions

There are no active exclusion records associated to this entity by its Unique Entity ID.

PROCEEDINGS

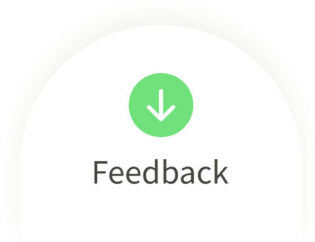
This entity is not required to report whether it has been the subject of any criminal, civil, or administrative proceedings related to federal contracts or grants.

OTHER RESPONSIBILITY & INTEGRITY INFORMATION

There are no other responsibility information records associated to this entity by its Unique Entity ID.

CORPORATE RELATIONSHIPS

Legal Business Name	CAGE	Responsibility & Integrity Record
Highest Owner		
(none)	(none)	N/A
Immediate Owner		
(none)	(none)	N/A
Predecessors		
(none)	(none)	N/A



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- About This Site
- Our Community
- Release Notes
- System Alerts

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- Privacy Policy
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- Help
- Check Entity Status
- Federal Service Desk
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Debarred Contractors List

A debarred contractor may not bid on, or have a bid considered on, any public works contract. You can search and filter this list using the options presented below.

Company Name: HLA Engineering and land S

WA UBI Number:

License Number:

Principal:

RCW: All

From: MM/DD/YYYY To: 11/01/2025

Penalty Due:

Wage Due:

[Download all debarment data](#)

Show 25 per page

Showing 0 records

FirstPreviousNextLast

Company Name

UBI

License

Principals

Related Business

Status

RCW

Debar Begins

Debar Ends

Penalty Due

Wages Due

There are no records that match your search criteria.

Show 25 per page

Showing 0 records

FirstPreviousNextLast

CITY OF CLE ELUM

City Administration

AGENDA STAFF
REPORT

AGENDA DATE: November 10, 2025

ACTION REQUESTED: Approve Indian John Sewer Service Agreement

BACKGROUND: In 2003, the Washington State Department of Transportation (WSDOT) and the City of Cle Elum entered into Agreement UT 0492 to allow WSDOT to construct a temporary sanitary sewer force main to convey pretreated wastewater from the Indian John Rest Area to the City's Wastewater Treatment Plant. The agreement anticipated that the City would later construct a permanent force main connection, which was completed, and all associated financial obligations have since been satisfied. Subsequently, the Parties executed Service Agreement SE10018 (and later Amendment No. 1 in 2014) to authorize WSDOT's continued disposal of pretreated wastewater at the City's facility. The proposed Amendment No. 2 updates the existing service agreement to revise the cost structure for wastewater disposal, clarify responsibilities for sampling and maintenance, and establish a schedule for evaluating future rate adjustments. Approval of this amendment will maintain the cooperative relationship between WSDOT and the City for continued wastewater treatment services from the Indian John Rest Area under updated and equitable terms.

RECOMMENDATION: Authorize the Mayor to sign the updated service agreement with WSDOT

ATTACHMENTS: Updated Service Agreement

LEAD STAFF: Mathew Bailey

**SERVICE AGREEMENT
BETWEEN
WASHINGTON STATE DEPARTMENT OF TRANSPORTATION (SE 10018 Amd. 2)
AND
THE CITY OF CLE ELUM**

This Agreement (Agreement) is between the Washington State Department of Transportation (WSDOT) and the City of Cle Elum (City), also referenced as "Party" and the "Parties".

RECITALS

1. The Parties entered into UT 0492 to allow WSDOT construct a temporary sanitary sewer force main in 2003 to carry pre-treated wastewater from the Indian John Rest Area to the City's Wastewater Treatment Plant.
2. UT 0492 also contemplated the construction of a permanent force main to be constructed by the City in 2005 to replace the temporary connection.
3. All financial obligations related to the temporary and permanent force main connections have been met.
4. The Parties entered into SE10018 on August 14, 2003, and Amendment dated August 29, 2014, to allow WSDOT to dispose of pretreated wastewater from the Indian John Rest Area at the City's Wastewater Treatment Plant.

Now therefore, pursuant to Chapter 39.34 the above recitals that are incorporated herein as if fully set forth below, and in consideration of the terms, conditions, covenants, and performances contained herein, it is mutually agreed as follows:

1. PURPOSE

- 1.1 The purpose of this Agreement is to amend the Service Agreement to revise the cost for disposal of the pretreated wastewater and establish a schedule for evaluating future rate increases.

2. PERIOD OF PERFORMANCE

- 2.1 This Agreement shall commence on the date signed by the last Party (Effective Date) and shall remain in effect unless and until terminated by one or both Parties as set forth herein.
- 2.2 The initial term of this Agreement is five (5) years. The Agreement will automatically renew for five (5) year terms, unless a Party gives notice to the other Party of its intent to terminate the Agreement before the start of the next five (5) year term. If such notice is given, then the next five (5) year term is the last term of the Agreement and the Agreement will automatically terminate at the end of that term. The Parties may also terminate this Agreement at any time by mutual agreement.

3. WSDOT AGREES

WSDOT agrees to be billed at the Commercial rates set in the City of Cle Elum's sewer rate user classifications, with the specific User Classification and rate determined monthly by sampling. To ensure accurate billing, monthly testing will be performed to confirm BOD5 and TSS levels. The City will provide a copy of all lab results to WSDOT. In the event of future sewer rate increases WSDOT's rate will increase accordingly.

- 3.1 WSDOT agrees to pay the city prevailing collection and testing fees of WSDOT's wastewater monthly as required. Additional samples will be taken upon mutual agreement of the City and WSDOT to verify substantial change in concentration of wastewater. Additional sample collection and testing fees will be paid by WSDOT.
- 3.2 WSDOT is responsible for operating and maintaining all pipe, valves, meters, pumps, and infrastructure within WSDOT right of way.
- 3.3 WSDOT will provide a sewer meter with Supervisory Control and Data Acquisition capability for City of Cle Elum to remotely monitor sewer meter. WSDOT will not be responsible for any cellular or data plans needed for this remote reading technology, and WSDOT will not be responsible for any upgrades or changes to the sewer meter.
- 3.4 WSDOT will notify the City of Cle Elum by email when the effluent pumps are powered on and off for the season.
- 3.5 WSDOT will not allow other parties to connect to the rest area lagoons at any point along the force main.
- 3.6 WSDOT agrees to escort the City during sample collection to ensure compliance with the State of Washington's Labor & Industry (L&I) safety protocols.

4. THE CITY AGREES

- 4.1 The City is responsible for reading the sewer meter and invoicing WSDOT monthly.
- 4.2 The City will provide backup documentation supporting the calculation of the monthly bill including any invoices for reimbursement of testing fees.
- 4.3 The City is responsible for operation and maintenance of pipe, valves, sewer manholes, and infrastructure within City property.
- 4.4 The City agrees to notify WSDOT a minimum of 48 hours prior to collecting a wastewater sample.
- 4.5 The City agrees to collect wastewater samples at the point of compliance in Lagoon "D", as shown in Exhibit A, or other locations as approved by the Parties, and have the wastewater sample analyzed for BOD5 and TSS by an accredited laboratory.

- 4.6 The City agrees to provide written notification to WSDOT, email being acceptable, 3 days prior to any public meeting of City Council where sewer rates are voted on.

5. RIGHT OF ENTRY

- 6.1 Each Party hereby grants to the other Party a right of entry upon the real property for which the Party holds fee title as may be necessary to perform the work required under this Agreement.
- 6.2 The granting of the right of entry pursuant to this agreement does not relieve the Party exercising the right of entry from obtaining all permits required to perform the work required under this Agreement.

6. ADMINISTRATION AND NOTICES

- 7.1 The Point of Contact (POC) identified for each Party shall be responsible for administering this Agreement.

POC for the City: Mathew Bailey, or his successor, Public Works Director, 119 West First Street, Cle Elum, WA 98922, mbailey@cleelum.gov, (509) 674-2262 Phone, (509) 674-5126 Shop

POC for WSDOT: Jason Pratt, or his successor, Area 1 Maintenance Superintendent, 151 South Bullfrog Road, Cle Elum, WA 98922, jason.pratt@wsdot.wa.gov, 509-577-1907 ex. 6 office, 206-730-8036 cell

- 7.2 Any notice, demand, or other communication required or permitted to be given under this Agreement or applicable law shall be effective only if it is in writing, email being acceptable, addressed to the applicable Party's designated POC as set forth herein.
- 7.3 The name and contact information of a POC may be updated by a Party in writing to the other Party. A change in the name and/or contact information of a POC shall not be considered an amendment to this Agreement.

7. AMENDMENTS

- 8.1 This Agreement may be amended only by the mutual written agreement of the Parties executed by personnel authorized to bind each of the Parties.

9. COUNTERPARTS AND ELECTRONIC SIGNATURE

- 9.1 This Agreement may be executed in counterparts or in duplicate originals. Each counterpart or each duplicate shall be deemed an original copy of this Agreement signed by each Party, for all purposes. Electronic signatures or signatures transmitted via e-mail in a "PDF" may be used in

place of original signatures on this Agreement. Each Party intends to be bound by its electronic or "PDF" signature on this Agreement and is aware that the other Party is relying on its electronic or "PDF" signature.

In witness whereof, the Parties hereto have executed this Agreement.

City of Cle Elum	Washington State Department of Transportation
By:	By:
Printed:	Printed:
Title:	Title:
Date:	Date:



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: 10/2/2025

Name: Shirley Petrich Account #: 16750

Service Address: 209 W 2nd

City: Cle Elum State: WA Zip: 98922

Phone: (509) 674-2268

Mailing Address if different than property address: 209 W 2nd

Date leak was discovered: 9/26/2025

Date leak was fixed: 10/8/2025

Description of leak including location and how it was fixed:

The leak was underground on the existing pipe that connects to the house. The leak was about 2ft from the water meter. We replaced the old water line with a new water line. This work was completed on 10/8/2025

Water leak adjustment request submitted 10/9/2025

Shirley Petrich 209 West Second St Account # 16750

I contacted Alan Petrich (Shirleys Son) 9/26/2025 that a leak was detected on Harmony

A work order was submitted 9/30/2025 to check the meter after shutting the water off in the house to isolate the leak.

Leak was fixed and paperwork was submitted to the City within required timelines per code. Leak was in the ground and fixed 10/8/2025

Credit amount for September billing

Water consumption overage \$ 320.96

Water reserve overage \$ 144.39

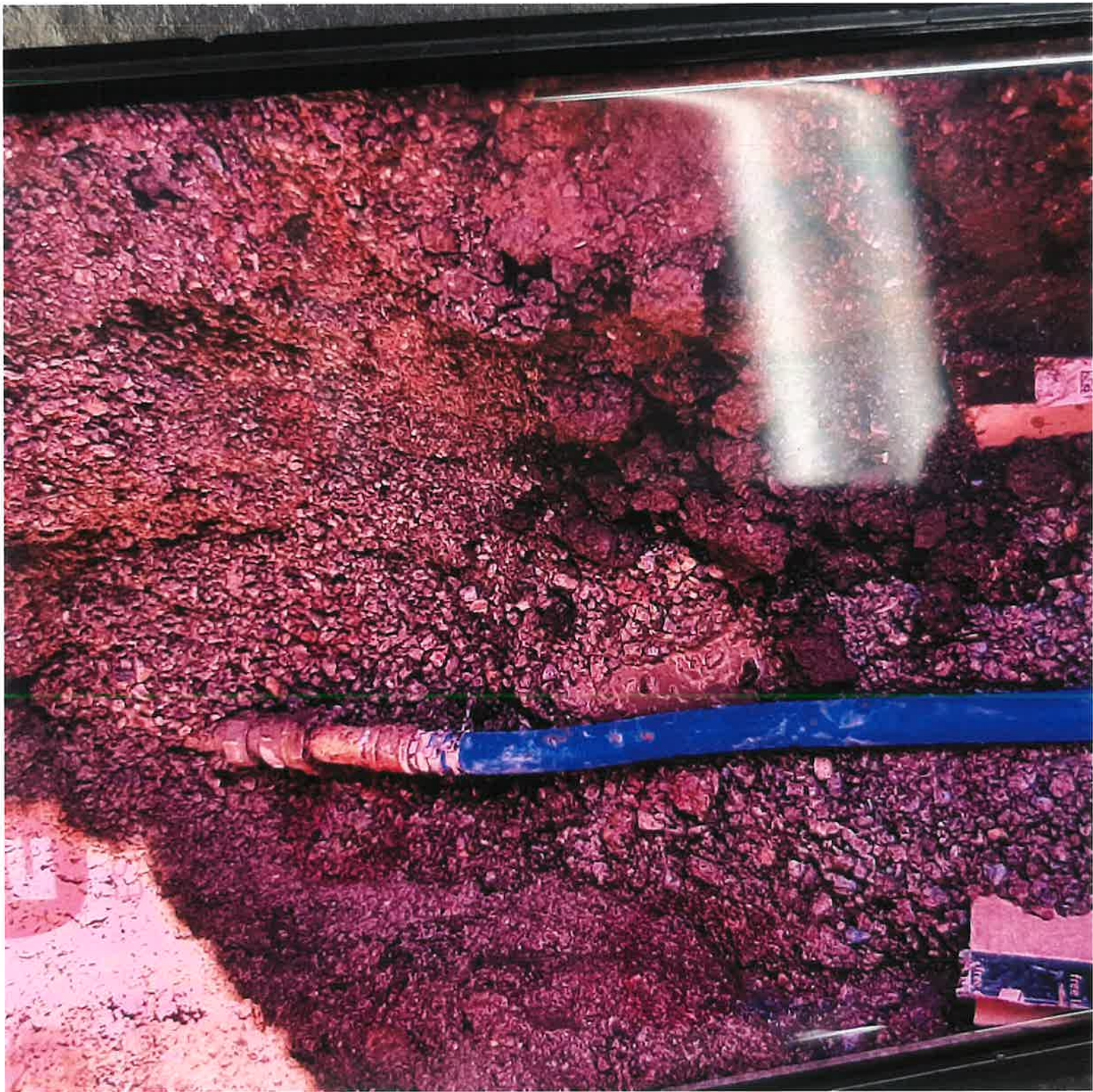
Water tax overage \$ 27.92

Total \$ 493.27

Audrey Casassa

Utilities Clerk





10-8-2025



Audrey Casassa

From: Cle Elum WA <wo@iworq.net>
Sent: Tuesday, September 30, 2025 9:38 AM
To: Aaron Barr; Audrey Casassa; Mathew Bailey
Subject: Cle Elum, WA Work Order # 1800

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

Click [Here](#) to open Work Order # 1800

Work Order #: 1800

Work Order Date: 09/30/25

Work Type: Meter Read

Priority:

Request Type:

Attending Staff: Audrey Casassa

Requester Name: Allen Petrich

Requester Phone: 206 295-2347

Assigned
Department: Water

Work Description: customer located the water shut off in the house and would like you to check the meter to isolate the leak. please call him so he knows your on-site so he can turn the water off under the house.

Work

Address/Location:

Date Closed:

Status:

Notes

09/30/2025 Leak is not in the house, we did leave the water on for them.

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

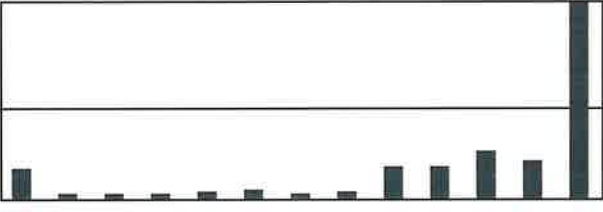
Total Cost: \$



City of Cle Elum

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

BILLING PERIOD	
September Billing	
DUE DATE	ACCOUNT NUMBER
10/25/2025	16750
BILL DATE	AMOUNT DUE:
10/06/2025	661.45
ACCOUNT HOLDER	
Alan Petrich	
SERVICE LOCATION	
1675.0 - 209 W SECOND ST	

SERVICE	READING DATE	METER READINGS		FACTOR	USAGE	CHARGES
		PREVIOUS	PRESENT			
Water	09/30/2025	101167	118775	1.0000	17608	Previous Balance: 221.88 Adjustments: 0.00 Payments: 221.88 Balance Forward: 0.00 Water 61.93 Water Consumption 320.96 Water Reserve 155.27 Water Tax 6% 32.29 Sewer 60.26 Sewer Tax 6% 3.62 Garbage 27.12 Current Charges: 661.45 Balance: 661.45
WATER CONSUMPTION HISTORY						
						
Handwritten calculations: \$ 320.96 \$ 144.39 \$ 27.92 Total \$ 493.27						
Detach Here and Return Bottom Stub						
30: 0.00 60: 0.00 90+: 0.00						



City of Cle Elum

119 W First Street
Cle Elum, WA 98922

DUE DATE	AMOUNT DUE
10/25/2025	661.45
SERVICE LOCATION	
1675.0 - 209 W SECOND ST	
ACCOUNT NO.	AMOUNT ENCLOSED
16750	

Alan Petrich
209 West Second St
Cle Elum, WA 98922-1140

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

[illegible]

Search for Customers, Locations, Meters, Account No



Customer Care Meters GIS Work Orders Fixed Network Administrative

Customer Location Meter

Meter ID 00006698093

Back New Search Previous Meter

Meter ID 00006698093

Account Number

1675 0

Customer Name

Pacific Alm

Last Read (Cubic feet)

120124

Email

Serial Number

19993705

Location Number

-1675 0

Location Address

209 W SECOND ST

Last Read Time

10/7/2025 10:58 AM

Mobile Phone

Service Type

Water

Meter Size

Mailing Address

Status

OK

Location Notes

Period Monthly Daily Hourly

From 09/26/2025

To 10/10/2025

View chart

Meter Details

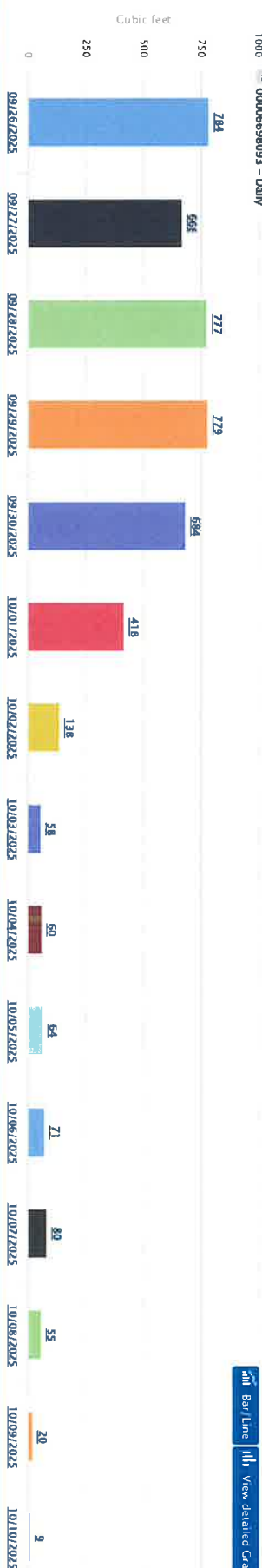
Alerts

Related Entities

Consumption

Charts

Events



Full Bar/Line Full View detailed Graph

On-Line Change Out Manual Reading Entry Events Upload Image GIS Alerts Report Consumption Report Additional Reports Send Email Print

**AGENDA STAFF
REPORT**

AGENDA DATE: November 10, 2025

ACTION REQUESTED: Approve Ordinance 1714

BACKGROUND:

The City of Cle Elum Garbage Utility Fund has operated at a zero-dollar ending balance for the past four fiscal years, leaving no financial cushion to address inflationary pressures, contract cost escalations, or emergency needs. During this time, the City has absorbed multiple annual rate increases from Waste Management associated with disposal costs, fuel surcharges, and Consumer Price Index (CPI) adjustments, while maintaining customer rates at levels insufficient to cover total operational expenses.

In 2026, disposal fees will increased by approximately 13.3%, and in 2025 the Consumer Price Index for garbage service rose by an additional 4.5%, resulting in a significant increase in Waste Management's charges to the City. The City's own administrative and overhead costs have also continued to rise due to inflation, labor costs, and general operational expenses. Without a corresponding rate adjustment, these increases have fully depleted available fund balance each year, preventing the accumulation of reserves necessary for sustainable operations.

To maintain financial stability in the Garbage Utility Fund, a 19% rate increase is proposed for 2026. This adjustment is intended to restore a positive ending balance, align revenues with true service costs, and ensure adequate reserves for future rate fluctuations and capital needs. The proposed increase reflects the minimum adjustment necessary to maintain service levels and comply with the City's contractual obligations with Waste Management.

RECOMMENDATION: Approve Ordinance 1714 Garbage rate increase for 2026

ATTACHMENTS: Updated Garbage Rates for 2026

LEAD STAFF: Mathew Bailey

CITY OF CLE ELUM
WASHINGTON
ORDINANCE NO. 1714

**AN ORDINANCE OF THE CITY OF CLE ELUM,
WASHINGTON, AMENDING CLE ELUM MUNICIPAL
CODE 8.08.200 RELATED TO THE SCHEDULE OF
GARBAGE CHARGES; PROVIDING FOR SEVERABILITY;
AND ESTABLISHING AN EFFECTIVE DATE**

WHEREAS, the City of Cle Elum has mandatory garbage collection service; and

WHEREAS, the costs of service have increased such that an increase in rates is warranted;
and

WHEREAS, the City provided notice of the rate increase to affected citizens by mailing notice to each affected ratepayer and publishing such notice once a week for two consecutive weeks in a newspaper of general circulation in the collection area.

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

Section 1. CEMC 8.08.200 (“Schedule of Charges”), Amended. Cle Elum Municipal Code Section 8.08.200 is hereby amended to read as follows:

CEMC 8.08.200 Schedule of Charges.

From and after January 1, 2026, the following charges for collection, removal and disposal of garbage shall apply in the city:

A. Residential Service. Each residential customer will be charged at the rate of one can per week plus additional cans.

1. Residential Single-Family: One 35-gallon cart pick-up per week mandatory service.

a. Residential Rates

1-20 Gallon Cart	\$24.72
1-35 Gallon Cart	\$32.27
1-64 Gallon Cart	\$45.27
1-96 Gallon Cart	\$57.99
2-64 Gallon Cart	\$86.64

1-20 Gallon Cart–Senior	\$18.54
1-35 Gallon Cart–Senior	\$24.18
1-64 Gallon Cart-Senior	\$35.34
1-96-gallon Cart-Senior	\$45.70

b. Miscellaneous Residential Rates

Extras Garbage (bags on top or next to garbage cart)	\$9.19
Oversize/Overweight Units	\$13.73/Unit
Drive-in Charge	\$10.33
Carry-outs Per Cart > 5-ft. but < 25-ft.	\$2.36
Carry-outs per cart > 25-ft and each increment of 25-ft. thereafter	\$1.81
Return Trips-Carts (per pickup)	\$9.56
Cart Replacement (due to customer abuse/damage)	\$133.29

2. For residential service more frequent than weekly, multiply the above rate by the number of times per week service is rendered.

B. Non-residential service.

a. Commercial Rates

1-35 Gallon Cart	\$48.52
1-64 Gallon Cart	\$68.69
1-96 Gallon Cart	\$101.08
2-64 Gallon Cart	\$137.36

b. Miscellaneous Service

Return Trips-Carts (per pickup)	\$9.56
Carry-outs per cart (>5-ft but <25-ft.)	\$0.56
Carry-outs per cart (>25-ft and each increment of 25-ft. thereafter)	\$0.60

Return Trips-Container (per pickup)	\$22.26
Roll-Out Container (per pickup)	\$5.38
Unlock Gate or Unlock Container (per Month)	\$127.91
Disconnect Hydraulics (Per Pickup)	\$36.76
Bear Proof Cans 96 Gallon	\$70.98
Recycling 96 Gallon Cart (2x monthly service)	\$19.43

c. Commercial Container (weekly pick-up service)

1.5-yard	\$252.64
2-yard	\$342.42
3-yard	\$504.79
4-yard	\$631.06
6-yard	\$875.15
8-yard	\$1105.41
Extra Garbage (Loose or over-filled)	\$51.46

If the customer requires the frequency of collection to be greater than once per week, the rates shown above will be multiplied by the number of times per week that the container is emptied.

d. Roll off Rates Permanent/Temporary **Monthly Rent**

20-yard	\$217.55
30-yard	\$217.55

These rates include a tonnage rate as established by Kittitas County.

e. Rate per Haul

20-yard	\$386.82
30-yard	\$386.82

D. Late Charges. In addition to the charges set forth, if any bill for garbage is not paid within 30 days of billing date, there shall be a late charge assessed and collected by the city clerk in the amount of \$5.00 per month.

E. Service Charge. For every new account set up or account transfer, there shall be a service charge of \$30.00.

F. In addition to the charges set forth, the city may increase the rates and charges for collection, removal, and disposal of garbage on December 31, 2026, and every December 31 thereafter at a rate equal to increases imposed by Waste Management, or three percent, whichever is more, per year.

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 forty-five (45) days after the first date of publication.

ADOPTED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE _____ DAY OF NOVEMBER 2025.

CITY OF CLE ELUM

Matthew Lundh, Mayor

ATTEST/AUTHENTICATED:

Debbie Lee, City Clerk

Approved as to form:

Curtis Chambers, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Date of Publication:
Effective Date:

**AGENDA STAFF
REPORT**

AGENDA DATE: November 10, 2025

ACTION REQUESTED: Approve Resolution 2025-024 to increase City of Cle Elum Water rates

BACKGROUND: Per Cle Elum Municipal Code (CEMC) Section 13.12.100(B), all City water rates and charges are required to increase by a minimum of three percent (3%) annually on December 31st. This automatic adjustment ensures the long-term sustainability of the City's water utility by accounting for inflation, operational cost increases, and ongoing system maintenance needs.
The proposed action implements the required annual 3% rate adjustment consistent with City Code and Council-adopted policy. Updated rates will be reflected in the City's fee schedule effective December 31, 2025.

RECOMMENDATION: Approve Resolution 2025-024

ATTACHMENTS: Updated Water Rates showing 3% increase

LEAD STAFF: Mathew Bailey

CITY OF CLE ELUM WASHINGTON

RESOLUTION NO. 2025-024

A RESOLUTION OF THE CITY OF CLE ELUM, WASHINGTON, ADOPTING THE 2026 WATER RATE FEE SCHEDULE AND WATER CONNECTION CHARGES

WHEREAS, CEMC 13.12.100 authorizes the city to increase water rates and charges by a minimum of 3% each year; and

WHEREAS, the city desires to adopt a fee schedule to reflect new water rates and connection charges for 2026.

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

Section 1. 2026 Water Rate and Connection Charge Fee Schedule, Adopted. The “2026 Water Rate and Connection Charge Fee Schedule” attached hereto as Exhibit A is adopted by reference as is fully set forth herein.

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

CITY OF CLE ELUM

Matthew Lundh, Mayor

ATTEST/AUTHENTICATED:

Debbie Lee, City Clerk

Approved as to form:

Curtis Chambers, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Resolution No.: 2025-024
Date Posted:

Exhibit A

2026 Water Rates

<u>Description</u>	<u>2025</u>	<u>3% Increase</u>	<u>2026</u>
3/4-inch Single Premises	\$ 61.93	\$1.86	\$ 63.79
3/4-inch Senior Low Income	\$ 46.46	\$1.39	\$ 47.85
3/4-inch Commercial	\$ 61.93	\$1.86	\$ 63.79
3/4-inch Standby Rate	\$ 61.93	\$1.86	\$ 63.79
3/4-inch Senior Standby Rate	\$ 46.46	\$1.39	\$ 47.85
1-inch Single Premises	\$ 112.93	\$3.39	\$ 116.32
1-inch Senior Low Income	\$ 84.72	\$2.54	\$ 87.26
1-inch Commercial	\$ 112.93	\$3.39	\$ 116.32
1-inch Standby Rate	\$ 112.93	\$3.39	\$ 116.32
1-inch Senior Standby Rate	\$ 84.72	\$2.54	\$ 87.26
1 1/2-inch Single Premises	\$ 229.40	\$6.88	\$ 236.28
1 1/2-inch Senior Low Income	\$ 172.05	\$5.16	\$ 177.21
1 1/2-inch Commercial	\$ 229.40	\$6.88	\$ 236.28
1 1/2-inch Standby Rate	\$ 229.40	\$6.88	\$ 236.28
1 1/2-inch Senior Standby	\$ 172.05	\$5.16	\$ 177.21
2-inch Single Premises	\$ 375.05	\$11.25	\$ 386.30
2-inch Senior Low Income	\$ 281.28	\$8.44	\$ 289.72
2-inch Commercial	\$ 375.05	\$11.25	\$ 386.30
2-inch Standby Rate	\$ 375.05	\$11.25	\$ 386.30
2-inch Senior Standby Rate	\$ 281.28	\$8.44	\$ 289.72
3-inch Single Premises	\$ 375.05	\$11.25	\$ 386.30
3-inch Senior Low Income	\$ 281.28	\$8.44	\$ 289.72
3-inch Commercial	\$ 375.05	\$11.25	\$ 386.30
3-inch Standby Rate	\$ 375.05	\$11.25	\$ 386.30
3-inch Senior Standby Rate	\$ 281.28	\$8.44	\$ 289.72
3/4-inch Outside City Limits	\$ 67.98	\$2.04	\$ 70.02
3/4-inch OCL Standby Rates	\$ 67.98	\$2.04	\$ 70.02
Owens Packing Plant	\$ 300.04	\$9.00	\$ 309.04
Outside limits 3/4 Senior	\$ 50.99	\$1.53	\$ 52.52
Outside City limits 1"	\$ 124.22	\$3.73	\$ 127.95
Water Reserve 1200 CF	\$ 10.88	\$0.33	\$ 11.21

	<u>2025</u>	<u>3% Increase</u>	<u>2026</u>
Additional uasge Rate per CF, Beyond 1,200 CF Usage Include in Base Rate Fee			
1,201 to 2,000 CF	\$ 0.016	\$0.01	\$ 0.017
2,001 to 4,000 CF	\$ 0.018	\$0.01	\$ 0.019
4,001 CF and over	\$ 0.020	\$0.01	\$ 0.021
Water Connection per ERU	\$ 5,914.00	\$177.42	\$ 6,091.42
Breakdown of charges			
Administration	\$ 788.00	\$23.64	\$ 811.64
Wate Supply System	\$ 5,126.00	\$153.78	\$ 5,279.78
Ttoal	\$ 5,914.00	\$177.42	\$ 6,091.42

**AGENDA STAFF
REPORT**

AGENDA DATE: November 10, 2025

ACTION REQUESTED: Approve Resolution 2025-025 Sewer rate increase for 2026

BACKGROUND: Cle Elum Municipal Code (CEMC) Section 13.08.370 establishes that the City shall maintain and periodically update a schedule of sewer rates, charges, and fees to ensure adequate funding for operations, maintenance, capital improvements, and reserve needs of the wastewater utility.

The proposed 2026 sewer rate schedule reflects the next step in the City's adopted multi-year rate structure, providing for a modest annual adjustment to maintain system sustainability and account for increased treatment, testing, and operational costs.

Under the 2026 schedule, the monthly base rate increases from \$60.26 to \$62.06, with corresponding updates to usage and strength-based rates across all user classifications. These adjustments are consistent with the City's long-term utility rate plan and financial policy.

RECOMMENDATION: Approve Resolution 2025-025

ATTACHMENTS: Updated Sewer Rates for 2026

LEAD STAFF: Mathew Bailey

CITY OF CLE ELUM
WASHINGTON
RESOLUTION NO. 2025-025

**A RESOLUTION OF THE CITY OF CLE ELUM,
WASHINGTON, ADOPTING THE 2026 SEWER BASE
RATES, USAGE CHARGES AND CONNECTION
CHARGES**

WHEREAS, CEMC 13.08.430 and CEMC 13.08.500 authorizes the city to increase sewer base rates, usage charges and connection charges by the higher of 3% or the amount established by the Consumer Price Index published by the US 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.

WHEREAS, the city desires to adopt a fee schedule to reflect new sewer base rates, usage charges and connection charges for 2026.

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

Section 1. 2026 Sewer Base Rates, Usage Charges and Connection Charges Fee Schedule, Adopted. The “2026” Sewer Base Rates, Usage charges and Connection Charges Fee Schedule attached hereto as Exhibit A is adopted by reference as is fully set forth herein.

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

CITY OF CLE ELUM

Matthew Lundh, Mayor

ATTEST/AUTHENTICATED:

Debbie Lee, City Clerk

Approved as to form:

Curtis Chambers, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Resolution No.: 2025-025

Exhibit A – 2026 Sewer Rates

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.		