

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
January 13, 2026
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
JON CORNELIUS
KEN RATLIFF
STEVEN COOK
AUDREY MALEK

CITY ATTORNEY
CURTIS CHAMBERS

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

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

TextMyGov

Receive city text 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. January 13, 2026, Sign In Sheet
2. **Public Comment – Limited to 5 Minutes per Speaker**
3. **Elect Mayor Pro Tem**
4. **Announcements, Appointments, Awards, and Recognition**
 - a. Councilmember Weis Service Proclamation — Mayor Lundh
 - b. Appoint 2026 Fire Department Officers — Chief Mills
5. **Approval of Meeting Agenda**
6. **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 from a Council Member:

 - a. Council Meeting Minutes — December 9, 2025
 - b. Payables — December 23, 2025 — \$414,960.68
 - c. Payables — December 30, 2025 — \$90,569.71
 - d. Payables — January 13, 2026 — \$702,623.96
 - e. Payroll Vouchers — January 5, 2026 — \$313,402.21
 - f. Payroll Vouchers — Volunteer Fire 2025 Stipend — \$43,750.61

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- g. Kittitas County — Emergency Medical Services — 2026 Payment Agreement
- h. Resolution 2026-001 — City Hall Surplus
- i. Resolution 2026-002 — Adopting the Distribution of the 2026 Lodging Tax Fund Grants
- j. Progress Estimate No. 14 — First Street Improvement Downtown Revitalization — Active Construction — \$61,391.76

7. **Department Head Reports**

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

- a. Rob Omans — City Administrator
November 2025 Financial Reports
- b. Colleda Monick — Planner
Planning Commission — 2025 Highlights — 2026 Work Plan
- c. Mathew Bailey — Public Works Director
- d. Rich Albo — Police Chief
- e. Ed Mills — Fire Chief
- f. William LaRue — Water/Wastewater Manager

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

9. **Business Requiring Public Hearings**

10. **Unfinished Business**

11. **New Business**

- a. Ordinance 1719 — Adding a New Chapter 8.70 — Prohibition of Sale and Distribution of Kratom — Rob Omans — City Administrator
- b. Ordinance 1720 — Terminating the Emergency Moratorium on the Sale and Distribution of Kratom — Rob Omans — City Administrator
- c. Discussion on Legislative Priorities — Mayor Lundh

12. **Report of Committees**

- a. Public Works & Community Development
- b. Public Safety & Health
- c. Lodging Tax & Events
- d. General Government
- e. Coal Mines Trail

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

14. **Mayor's Report**

15. **Adjournment**

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Upcoming Meetings:

Lodging Tax & Events Committee Meeting — January 14, 2026, at 8:30 a.m.

Historical Preservation Commission Meeting — January 20, 2026, at 3:00 p.m.

Planning Commission Meeting — January 20, 2026, at 6:00 p.m.

Public Safety & Health Committee Meeting — January 16, 2026, at 1:00 p.m.

Civil Service Commission Meeting — January 21, 2026, at 5:15 p.m.

Regular Council Meeting — January 27, 2026, at 6:00 p.m.

General Government Committee Meeting — January 28, 2026, at 8:30 a.m.

Coal Mines Trail Commission Meeting — February 2, 2026, at 4:00 p.m.

Public Works & Community Development Committee Meeting — February 4, 2026, at 8:30 a.m.

City of Cle Elum Regular Council Meeting

January 13, 2026, 6:00 p.m.

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

Please sign in:

Name	Address	
Brian Tate	311 Washington	bftate1@yahoo.com



PROCLAMATION COMMEMORATING THE SERVICE OF COUNCILMEMBER JERRED WEIS

WHEREAS, Jerred Weis has faithfully served the City of Cle Elum as a member of the City Council, demonstrating dedication, integrity, and a deep commitment to the well-being of the community; and

WHEREAS, during his tenure, Councilmember Weis approached every issue with thoughtfulness, civility, and a sincere desire to improve the quality of life for the people of Cle Elum; and

WHEREAS, his service has been marked by a willingness to listen, a steady voice for cooperation, and a focus on ensuring that Cle Elum remains a strong, safe, and welcoming city; and

WHEREAS, Councilmember Weis contributed meaningfully to the City's progress in areas such as responsible budgeting, infrastructure planning, community development, and good governance; and

WHEREAS, Councilmember Weis has worked collaboratively with fellow councilmembers, staff, and community partners, always putting the interests of residents first and helping strengthen trust in local government; and

WHEREAS, his leadership, public spirit, and commitment to service have earned the respect and gratitude of the City Council, City staff, and the residents of Cle Elum; and

WHEREAS, Councilmember Weis will conclude his service on December 31, 2025, leaving a legacy of professionalism, dedication, and meaningful contributions to the civic life of the City of Cle Elum;

NOW, THEREFORE, I, Matthew Lundh, Mayor of the City of Cle Elum, do hereby recognize and commend Councilmember Jerred Weis for his exemplary service to our City, express our community's profound appreciation, and extend our warmest wishes for success in all future endeavors.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Cle Elum to be affixed this 9th day of December, 2025.

Matthew Lundh
Mayor, City of Cle Elum



CITY OF CLE ELUM
Cle Elum Fire Chief Administrator

**AGENDA STAFF
REPORT**

AGENDA DATE: January 13, 2026

ACTION REQUESTED: Council to authorize the mayor to approve the Fire Department officers of 2026. Fire Chief Ed Mills, First Assistant Chase Stanley, Second Assistant Carl Heimbigner, Secretary of treasure Kaylee Thompson .

BACKGROUND: Every year the Cle Elum fire department membership nominates and elects its officers. This year the membership chose to elect the same officers for 2026. I am seeking the council's approval of the nominated officers of 2026.

RECOMMENDATION: Council to authorize the mayor to approve the 2026 fire officers

Fire Chief Ed Mills
First assistant Chase Stanley
Second assistant Carl Heimbigner
Secretary of treasury Kaylee Thompson.

ATTACHMENTS: None

LEAD STAFF: Ed Mills
Fire Chief Administrator

CLE ELUM CITY COUNCIL
MINUTES
DECEMBER 9, 2025
6:00 PM
119 W FIRST STREET
CLE ELUM, WA 98922

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

Councilmembers Present:

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

Staff Present:

Matthew Lundh - Mayor
Rob Omans - City Administrator
Debbie Lee - Clerk
Colleda Monick - Planner
William La Rue - Water/Wastewater Manager
Mathew Bailey - Public Works Director
Ed Mills - Fire Chief
Rich Albo - Police Chief
Mike Heit - HLA via zoom

- a. [December 9, 2025 — Sign In Sheet](#)

2. Oaths of Office

Mayor Lundh administered the oaths of office to Cassidy Buechle-Curtis, Steven Harper, and Jon Cornelius.

- a. [Cassidy Buechle-Curtis](#)
- b. [Steven Harper](#)
- c. [Jon Cornelius](#)

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3. Public Comment – Limited to 5 Minutes per Speaker

Richard Rawlings, who is associated with Bullfrog Flats Development, stated that New Home Co. has merged with Risewell Homes. He noted that this is a name change only and will not affect development.

4. Announcements, Appointments, Awards, and Recognition

a. Councilmember Weis Service Proclamation — Mayor Lundh

The matter was moved to the January 23, 2026, Council meeting.

b. 2026 Council Committee Assignments — Mayor Lundh

Mayor Lundh announced the 2026 Council Committee assignments and noted that everyone will receive a calendar invite. He explained that December and January meeting times will remain the same, and once the committees meet and elect a chair, new meeting times may be established.

5. Approval of Meeting Agenda

MOTION: Councilmember Cook made a motion to approve the meeting agenda as presented; seconded by Councilmember Buechle-Curtis.

MOTION CARRIED: 7 yes 0 no.

6. Consent Agenda

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

MOTION CARRIED: 7 yes 0 no.

Mayor Lundh noted that the items placed on the consent agenda are those that have been discussed previously or are noncontroversial, and the Council may always remove items from the agenda if needed.

a. Council Meeting Minutes — November 25, 2025

b. Payroll Vouchers — December 5, 2025 — \$305,778.26

c. Payables — December 9, 2025 — \$456,255.11

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- d. 2026 Seal Coat Grant Agreement — Transportation Improvement Board
- e. 2025 Kittitas County Lodging Tax Services Agreement Upper Kittitas County Community Recreation Center
- f. 2025 Kittitas County Lodging Tax Services Agreement Washington State Horse Park Facilities Expansion
- g. William LaRue's Employment Contract
- h. Updated Maintenance Worker — Job Description
- i. Updated Heavy Equipment Operator — Job Description
- j. Memorandum of Agreement — Teamsters Union 760 — Update Job Classifications
- k. Upper Kittitas County Senior Center Agreement 2026
- l. Pitney Bowes Leasing Agreement — Renewal
- m. Lodging Tax Advisory Committee Interlocal Agreement — Amended Agreement

7. **Department Head Reports**

- a. Rob Omans — City Administrator
See attached reports

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b. Colleda Monick — Planner

See attached report.

Councilmember Harper asked about the public comments on the Teanaway Court project. Colleda Monick, Planner, stated that the issues raised will be addressed during the public hearing before the Hearing Examiner. Monick noted that the building height is not a deviation from the municipal code and that the Hearing Examiner is the final decision-maker. Monick also explained that the apartment complex itself is a permitted use, and that the inclusion of a daycare triggered the higher level of review.

c. Mathew Bailey — Public Works Director

See attached report.

- Staff reported that the PSE electric vehicle charging station was completed on December 11, 2025.
- The First Street Revitalization project replanting is on hold until spring, and work continues to address tree lighting and power issues.
- The Montgomery Water Main project is moving forward, with a pre-construction meeting scheduled for Thursday and construction expected to begin next week.
- Sewer line relining is planned for the first quarter of the year.
- The City has received a new snow plow truck, which is in excellent condition and ready for service.
- Approximately three inches of rain fell over the past two days, resulting in localized flooding that crews are actively addressing.
- A small landslide occurred in town, affecting one resident.
- A sandbag filling station has been established on Owens Road, with sandbags available to the public as needed.
- The Transportation Improvement Board awarded the city a \$210,000 grant for chip sealing.
- The recent vehicle surplus generated \$52,000 in revenue.
- Second Street Roundabout remains under open construction, pending the installation of breakaway sign mounts on the signage; once those are completed, the project will be finished.

Councilmember Williams inquired as to what areas reported street flooding. Mathew Bailey, Public Works Director stated that several areas, including Third Avenue, Cottage Avenue at the top of the hill, and a few locations within the downtown corridor.

d. Rich Albo — Police Chief

See attached report.

e. Ed Mills — Fire Chief

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See attached report.

f. [William LaRue — Water/Wastewater Manager](#)

See attached report.

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

9. **Business Requiring Public Hearings**

10. **Unfinished Business**

11. **New Business**

a. [Traffic Mitigation Agreement — Bullfrog Flats Amendment — Colleda Monick — Planner](#)

Colleda Monick, planner, provided a brief overview of the Traffic Mitigation Agreement.

Councilmember Harper noted that the bonding covers only the roundabout and not the Douglas Munro tie-ins. He clarified that this specific amendment pertains only to the roundabout.

The original plan for the roundabout was included in the Bullfrog Flats Development final plat. Traffic engineers had intended to complete it quickly, but the timeline was not realistic. From a planning and traffic perspective, there is not a significant amount of traffic in the area, and making this provision allows the project to move forward.

Councilmember Ratliff noted that the overall traffic impacts should be added to a future agenda for further discussion.

MOTION: Councilmember Harper made a motion to adopt the first amendment to the Traffic Mitigation Agreement; seconded by Councilmember Cook.

MOTION CARRIED: 7 yes 0 no.

b. [Axon Agreement — Rich Albo — Police Chief](#)

Chief Albo provided a brief overview of the Axon Agreement.

Chief Albo noted that Central Washington University Police, Washington State Patrol, Kittitas County and Ellensburg Police all use Axon, and that live-streaming could be helpful

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for agencies to stay informed and up to speed when they arrive at an incident. He explained that live-streaming includes safeguards, allowing only authorized personnel with Axon login access to view the feed, following the same protocols as police officers. The system also facilitates easier video redaction and uses AI to recognize individuals, reducing processing time while protecting private information. Cameras will activate under certain conditions, and footage can only be accessed by other agencies if authorized.

MOTION: Councilmember Harper made a motion to approve the Mayor's signing of the Axon agreement; seconded by Councilmember Cook.

MOTION CARRIED: 7 yes 0 no

c. [Planning Director Job Description — Steven Harper — Councilmember](#)

Councilmember Harper thanked the staff for their work and provided an overview of the Planning Director's Job Description.

MOTION: Councilmember Buechle-Curtis made a motion to approve the Planning Director Job Description; seconded by Councilmember Cook.

MOTION CARRIED: 7 yes 0 no.

d. [Assistant City Administrator Job Description — Steven Harper — Councilmember](#)

Councilmember Harper presented a job description for the Assistant City Administrator position, explaining that the role is intended to support the City Administrator.

MOTION: Councilmember Cook made a motion to approve the Assistant City Administrator job description; seconded by Councilmember Malek.

MOTION CARRIED: 7 yes 0 no.

e. [Ordinance 1718 — 2026 Salary Ordinance — Steven Harper — Councilmember](#)

Councilmember Harper provided an update that included the proposed positions as well as updates to the water and wastewater jobs. The General Government Committee recommended approval of the updates.

MOTION: Councilmember Cook made a motion to approve Ordinance 1718; seconded by Councilmember Buechle-Curtis.

MOTION CARRIED: 7 yes 0 no.

f. [Ordinance 1717 — Interest Income to General Fund — Steven Harper — Councilmember](#)

Councilmember Harper explained that any money held for any period of time that accrues interest is allocated across all funds. Under this policy, the resulting interest income is placed exclusively into the General Fund, where it may be used to pay a portion of the judgment or to assist in mediating bankruptcy, as recommended by the General Government Committee.

MOTION: Councilmember Harper made a motion to approve Ordinance 1717

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amending the finance committee as the reviewing committee; seconded by Councilmember Cook.

MOTION CARRIED: 7 yes 0 no.

g. [Cancellation of the December 23, 2025, Regular City Council Meeting — Mayor Lundh](#)

MOTION: Councilmember Harper made a motion to approve the cancellation of the December 23, 2025, Council Meeting; seconded by Councilmember Ratliff.

MOTION CARRIED: 7 yes 0 no

12. Report of Committees

a. [Public Works & Community Development](#)

[Flag Pole Park Proposal — Discussion](#)

Councilmember Ratliff stated that Rotary has completed a considerable amount of work at Flag Pole Park over the years and has expressed interest in renaming the park to Rotary Flag Pole Park. Although there is no formal proposal at this time, Rotary would like its name included in the park's title. Councilmember Cook noted that Rotary has assisted with clearing trees, replacing the flags, and cleaning litter along First Street up to Safeway. It was suggested that the Mayor direct staff to prepare a memorandum of understanding MOU memorializing Rotary's contributions and responsibilities, as well as an ordinance to formally rename the park.

MOTION: Councilmember Cook made a motion to authorize the Mayor to direct staff to prepare a memorandum of understanding MOU with Rotary and a Ordinance to formally rename the park; seconded by Councilmember Malek.

MOTION CARRIED: 7 yes 0 no

[Cle Elum Youth Art Project Overview — Discussion](#)

Councilmember Ratliff reported that the updated documents for the Youth Art Project overview and complete proposal are included in the packet, and staff will work to initiate the grant process. Authorization is requested for the council to approve the continuation of the art project and to allow planning to move forward in coordination with Public Works. The city will also need to provide a letter of support for the T-Mobile grant application.

Councilmember Cook explained that the project will be implemented in two phases: the first phase will feature youth-designed banners, and the second phase will involve statues designed by youth and placed throughout the downtown core. Cook shared example images and noted that a potential theme, such as elk, is being considered. Councilmember Harper requested that the memorandum of understanding include language requiring council approval or disapproval of the final design.

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MOTION: Councilmember Harper made a motion to approve Mayor Lundh signing a letter of support for the youth art project; seconded by Councilmember Ratliff.

MOTION CARRIED: 7 yes 0 no.

Councilmember Buechle-Curtis complimented Shasta Marion for her work and also recognized Director Bailey for collaborating with her. She noted that the partnership between downtown and the neighboring visitor center has been a positive development.

b. Public Safety & Health

Councilmember Buechle-Curtis reported that the group has not met recently but is scheduled to meet on December 17, 2025, to discuss e-bikes and public safety code issues.

c. Lodging Tax & Events

There were no updates to report, and a meeting is scheduled for tomorrow.

d. General Government

There will not be a meeting in the month of December.

e. Coal Mines Trail

There will be no meeting in December.

Councilmember Malek thanked Public Works for their work on the manholes along the Coal Mines Trail.

13. Councilmember Comments - Limited to 5 Minutes

Councilmember Buechle-Curtis reported on the Affordable Homeless Committee's work with the county, noting that a productive tour was conducted of upper county properties, including a visit to the Teanaway Court site. Buechle-Curtis also highlighted the significant contributions Hopesource makes within the community.

Councilmember Harper expressed appreciation and thanked Councilmember Weis for his service.

14. Mayor's Report

- Mayor Lundh thanked the citizens for cleaning up graffiti.
- General kudos were given to staff for their hard work, both on day-to-day responsibilities and the many end-of-year tasks.
- Attendance at the Elected Officials Essentials in Union Gap was excellent, and certificates will be provided to the city clerk.
- City Action Days in Olympia are scheduled for January 21–22, and the clerk will assist with registration.
- Councilmember Williams was recognized for 44 years of dedicated service to the

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community upon her retirement.

- Discussions with City Heights are ongoing.
- Councilmember Weis was thanked for his service and will be presented a certificate on January 13, 2026.
- Jon Cornelius was welcomed to the council body.
- Councilmember Harper noted that, effective January 1, the tax rate for vendors will increase to 8.5%.

15. Executive Session RCW 42.30.110(1)(i)

- (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.

16. Adjournment

The council returned from Executive Session at 7:46 p.m. with no decisions made, and the meeting was subsequently adjourned.

Matthew Lundh, Mayor

Debbie Lee, Clerk

2025

CHECK REGISTER

City Of Cle Elum

12/10/2025 To: 12/23/2025

Time: 15:46:10 Date: 12/23/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5415	12/10/2025	Claims	1	EFT	American Express	42.11	December merchant fees
5417	12/10/2025	Claims	1	EFT	Cintas Corporation	250.77	Public works mats, towels, uniforms 12/2
5445	12/10/2025	Claims	1	EFT	City of Cle Elum	3,221.45	Nov 2025 w/s use - Police, Fire, City Hall, Water plant, Public works, library, bathrooms, rentals
5452	12/11/2025	Claims	1	EFT	WA State Dept of Licensing	18.00	Gun Permit 1154
5486	12/11/2025	Claims	1	EFT	WA State Dept of Licensing	36.00	Gun Permit 1151; Gun Permit 1155
5502	12/12/2025	Claims	1	EFT	Cintas Corporation	250.77	Public works towels, uniforms, mats 12/9
5508	12/12/2025	Claims	1	EFT	Wholesail Networks	1,262.25	City Internet
5523	12/15/2025	Claims	1	EFT	Columbia Bank	34,732.40	November Visa Admin \$5,294.81 Library \$200.84 Fire Dept. \$3,543.18 Police \$3,390.16 PW \$20,339.47 Police \$1,963.94
5536	12/15/2025	Claims	1	EFT	Kittitas County P.U.D. #1	545.01	Electric for shop, Airport lift station, street lights, office airport rd
5537	12/15/2025	Claims	1	EFT	U.S. Cellular	510.43	Cell phones fire, admin, public works
5550	12/16/2025	Claims	1	EFT	Methodworks	4,087.78	Water Plant IT Switch and firewall
5560	12/17/2025	Claims	1	EFT	WA State Dept of Licensing	18.00	Gun Permit 1159
5561	12/17/2025	Claims	1	EFT	Puget Sound Energy	13,175.00	Nov 2025 Gas and Electric-- city hall, library, police, fire, parks, street lights, shop, restrooms, old water plant, chlorinator, cemetery, city hall
5562	12/17/2025	Claims	1	EFT	Puget Sound Energy	230.92	Nov 2025 -- 1009 E Third St - natural gas #8160
5563	12/17/2025	Claims	1	EFT	Puget Sound Energy	258.88	Nov 2025 -- First St & Pennsylvania Street Lights #0910
5564	12/17/2025	Claims	1	EFT	Verizon Wireless	547.53	Police Dept cell phones
5570	12/17/2025	Claims	1	EFT	WA State Dept of Licensing	54.00	Gun Permit 1156, 1158, 1160
5607	12/18/2025	Claims	1	EFT	Columbia Bank	364.86	Volunteer FF EFT paychecks with wrong bank accounts returned and reissued checks
5608	12/18/2025	Claims	1	EFT	Columbia Bank	-364.86	Volunteer FF EFT paychecks with wrong bank accounts returned and reissued checks
5640	12/22/2025	Claims	1	EFT	Crystal Springs	159.23	City Hall water
5641	12/22/2025	Claims	1	EFT	Methodworks	2,030.63	City Hall camera issues and stop syncing old files, Water plant Win911 test, library updates, park bathroom switch
5642	12/22/2025	Claims	1	EFT	Methodworks	504.68	November IT network design, cloud gateway for restroom, switch lite
5643	12/22/2025	Claims	1	EFT	United Health Care Insurance Company	591.75	Krahenbuhl LEOFF 1 health supplement
5644	12/22/2025	Claims	1	EFT	Chase Paymentech	214.10	November merchant fees non utility
5645	12/22/2025	Claims	1	EFT	Chase Paymentech	1,008.32	November merchant fees utility
5646	12/22/2025	Claims	1	EFT	Cintas Corporation	250.77	Public works mats/towels/uniforms 12/16
5647	12/22/2025	Claims	1	EFT	WA State Dept of Revenue	22,274.52	November 2025 Excise Tax
5651	12/22/2025	Claims	1	EFT	Methodworks	9,674.61	Regional water and sewer computers

CHECK REGISTER

City Of Cle Elum

Time: 15:46:10 Date: 12/23/2025

12/10/2025 To: 12/23/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5652	12/22/2025	Claims	1	EFT	U.S. Cellular	124.10	M2M water plant cell fees
5653	12/22/2025	Claims	1	EFT	Suburban Propane 1735	2,147.84	Shop Propane 12/18
5677	12/22/2025	Claims	1	EFT	Methodworks	9,521.74	8 desktop computers
5679	12/23/2025	Claims	1	48086	Abadan	38.02	Police Dept copier overage 11/2 to 12/1
5680	12/23/2025	Claims	1	48087	Active Construction Inc	61,391.76	First Street Downtown Revitalization DOT/TIB Grants Progress Estimate #14
5681	12/23/2025	Claims	1	48088	Jane Agar	270.00	November library cleaning
5682	12/23/2025	Claims	1	48089	Mathew D Bailey	713.30	Public works director,-- Wenatchee class 11/5'to 11/7 per diem, mileage, work boot reimbursement
5683	12/23/2025	Claims	1	48090	Canon Financial Services, Inc.	623.61	City Hall copier lease 12/1-12/31; Copier lease -- public works and library 12/1 to 12/31
5684	12/23/2025	Claims	1	48091	Central Cleaning	400.00	Cleaning City Hall 12/15; Shop 12/15 and 12/23; Police 12/18 and 12/26
5685	12/23/2025	Claims	1	48092	Central Cleaning	400.00	Deep Cleaning City Hall 12/27; Police 12/22;12/28
5686	12/23/2025	Claims	1	48093	Cle Elum Downtown Association	7,750.00	Fireworks Christmas In Cle Elum CEDA Lodging Tax 2025
5687	12/23/2025	Claims	1	48094	Copiers Northwest Inc.	76.64	Canon/IRC3525i base rate 12/19 to 1/18 and overage 11/19 to 12/18 and processing fee
5688	12/23/2025	Claims	1	48095	HLA Engineering and Land Surveying, Inc.	124,996.07	HLA Engineering Fees November -- Regional water and sewer rate analysis; HLA Planning and Engineering Fees November -- Clifton, General Planning, Planning Commission, Teanaway Court Hopesource, Wildwo
5689	12/23/2025	Claims	1	48096	Harvest Valley Pest Control	162.45	City hall pest control
5690	12/23/2025	Claims	1	48097	Huntington National Bank	3,668.35	Police Dept camera lease x 4; Police Dept camera lease x 11
5691	12/23/2025	Claims	1	48098	Inslee Best Doezie & Ryder, P.S.	19,590.37	Attorney Fees for November -- MOU, easement, PRR, leases, prosecution services, franchise, code enforcement, PRR's, City Heights, Dearmin, Blue Fern, Page, Bankruptcy, Homestead appeal, Rambling Rose
5692	12/23/2025	Claims	1	48099	James Oil Company	1,897.92	Police Dept fuel 12/1 to 12/15; Public Works fuel 12/1 to 12/15; Fire Dept fuel 12/1 to 12/15
5693	12/23/2025	Claims	1	48100	Kittitas County Solid Waste	50.00	Parks garbage - Public Works12/12/25
5694	12/23/2025	Claims	1	48101	Kittitas Valley Healthcare	3,619.26	Rengstorff 5/26/25 medical services, Bloomfield 5/29/25 -- Police Dept/Jail
5695	12/23/2025	Claims	1	48102	Master Meter Inc.	12,277.00	Annual Harmony Renewal January 1, 2026- December 31, 2026 -- Annual extended warranty per Allegro Base Station, Annual extended warranty per Standard or Solar Repeater, Harmony fixed annual support

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City Of Cle Elum

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5696	12/23/2025	Claims	1	48103	Menke Jackson Beyer LLP	174.00	Attorney Fees November -- Dearmin
5697	12/23/2025	Claims	1	48104	Northern Kittitas County Tribune	640.77	Help wanted ad second run lateral police officer; Ord 1711,1715,1716; 2500 envelopes with city logo
5698	12/23/2025	Claims	1	48105	Office of Minority & Women's Bus. Ent.	667.91	7/1/25 to 6/30/27 Political Subdivision Fee
5699	12/23/2025	Claims	1	48106	PV Business Solutions	298.50	2026 Osha Compliance Journal
5700	12/23/2025	Claims	1	48107	Public Safety Testing Inc.	140.00	Police Department Subscription Fees Q4 - October to December 2025
5701	12/23/2025	Claims	1	48108	REHV Arms	6,923.25	Police Dept ammunition and equipment - 5.56 1000 rounds, 9MM 1000 rounds
5702	12/23/2025	Claims	1	48109	Ros-Elum Services, LLC	897.30	Fire Dept carpet cleaning
5703	12/23/2025	Claims	1	48110	Sig Sauer Inc.	9,569.31	Police Dept - red dot sight, ballistic circle dot, hex bolt mount, fold sights, Tele stock, 30 mag; Police Dept Red Dot Sight Ballistic
5704	12/23/2025	Claims	1	48111	State Auditors Office	10,227.15	Accountability Audit 2022 to 2024
5705	12/23/2025	Claims	1	48112	Suncadia LLC	254.70	Overcharged when property sold #16811
5706	12/23/2025	Claims	1	48113	Temp control Heating & Refrigeration L	695.29	Police Dept -- Blower motor /labor
5707	12/23/2025	Claims	1	48114	Veolia Water North America	34,749.01	Passthrough Waste Water November 2025; Passthrough Water Treatment plant November 2025
5708	12/23/2025	Claims	1	48115	WA State Dept of Transportation	2,602.66	Police Dept November Fuel; First and Oakes Engineering; First & Oakes Design Management
5709	12/23/2025	Claims	1	48116	WA State Patrol	24.00	Police Dept background checks
5710	12/23/2025	Claims	1	48117	WA State Treasurer	952.79	November court fees state remittance
5711	12/23/2025	Claims	1	48118	Washington Assoc of Sheriff Police Chief	435.20	Police Chief WASPC conference registration Membership
5718	12/23/2025	Claims	9	EFT	U.S. Bank	40.50	December safekeeping fees
511 Legislative						92.40	
514 Financial, Recording & Elections						582.62	
515 Legal Services						18,526.87	
518 Centralized Services						23,189.45	
521 Police Department						27,540.15	
522 Fire Department						8,564.52	
536 Cemetery						1,267.38	
558 Planning & Community Devel						15,204.10	
559 Housing & Community Develop						1,594.00	
572 Libraries						6,094.91	
576 Park Facilities						1,249.25	
580 Non Expenditures						0.00	
594 Capital Expenditures						4,723.50	
001 Current Expense/General Fund						108,629.15	
515 Legal Services						187.50	
004 City Heights WCIA Settlement Agreement 2023						187.50	

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City Of Cle Elum

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			542 Streets - Maintenance			9,656.75	
			543 Streets Admin & Overhead			472.47	
			591 Debt Service - Principal Repayment			160.93	
			594 Capital Expenditures			7,247.47	
			595 Capital Expenditures- Streets			79,944.55	
		101 Street Fund				97,482.17	
			595 Capital Expenditures- Streets			7,941.43	
		102 TIB Complete Streets Grant				7,941.43	
			521 Police Department			8,313.75	
		104 Police 3/10's Sales Tax Fund				8,313.75	
			557 Community Services			7,750.00	
		106 Tourist/Lodging Tax Fund				7,750.00	
			515 Legal Services			1,050.00	
			558 Planning & Community Devel			42,353.30	
		131 Blue Fern DA # 2002-01 CRA 2024-01,03				43,403.30	
			558 Planning & Community Devel			164.00	
		132 Wildwood Ranch DA #2024-001 CRA 2024-02				164.00	
			558 Planning & Community Devel			3,781.50	
		140 Teanaway Court/Hopesource Devel. Fund				3,781.50	
			340 Charges For Goods & Services			254.70	
			534 Water Utilities			30,703.60	
			594 Capital Expenditures			3,598.51	
		401 Water Fund				34,556.81	
			537 Garbage & Solid Waste			6,332.08	
		402 Garbage Fund				6,332.08	
			546 Airports, Port, Terminal			129.72	
			594 Capital Expenditures			547.60	
		403 Airport Fund				677.32	
			534 Water Utilities			31,689.66	
		404 Water Regional Fund				31,689.66	
			594 Capital Expenditures			3,480.00	
		406 Water Capital Reserve Fund				3,480.00	
			535 Sewer			9,511.71	
			594 Capital Expenditures			6,727.37	
		409 Sewer Fund				16,239.08	
			535 Sewer			26,328.53	
			594 Capital Expenditures			1,063.61	
		410 Sewer Regional Fund				27,392.14	
			594 Capital Expenditures			15,838.00	
		413 Sewer Capital Reserve Fund				15,838.00	
			580 Non Expeditures			1,102.79	

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City Of Cle Elum

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		699 State Agency Fund	380/580			1,102.79	
		* Transaction Has Mixed Revenue And Expense Accounts				414,960.68	Claims:
							414,960.68

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:

Cassidy Buechle-Curtis _____ Date _____

Steven Harper

Date _____

Audrey Malek

Date _____

2025 12-30-25
CHECK REGISTER

City Of Cle Elum

Time: 16:21:24 Date: 01/07/2026

12/24/2025 To: 12/30/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5748	12/30/2025	Claims	1	EFT	USDA Forest Service c/o US Bank	415.00	2003 Permits for CE Ranger District 914 pwater trans pipeline
5749	12/29/2025	Claims	1	EFT	WA State Dept of Licensing	18.00	Gun Permit 1163
5760	12/30/2025	Claims	1	EFT	T-Mobile	94.05	City backup internet
5775	12/30/2025	Claims	1	EFT	Inland Networks	30.00	Library Alarm Monitoring
5776	12/30/2025	Claims	1	EFT	Inland Networks	30.00	Police Dept alarm monitoring
5778	12/30/2025	Claims	1	EFT	Iron Mountain	107.49	Police Dept shredding
5779	12/30/2025	Claims	1	EFT	Cintas Corporation	221.38	Public works towels/uniforms/rugs 12/23
5785	12/30/2025	Claims	1	EFT	Methodworks	2,964.71	Networking/December
5786	12/30/2025	Claims	1	EFT	Methodworks	7,495.44	Regional water/sewer networking
5789	12/30/2025	Claims	1	EFT	Methodworks	754.08	IT Support for December
5792	12/30/2025	Claims	1	EFT	Harland Clarke Checks	138.15	Deposit slips for city hall
5793	12/30/2025	Claims	1	EFT	American Express	51.41	December merchant fees
5794	12/30/2025	Claims	1	EFT	Methodworks	1,749.56	December IT services -- Police in car cameras, audio update, Fire Dept download pac, Library scans, Water Plant Win 911
A voided 48122 to 48147 - printing error							
5795	12/30/2025	Claims	1	EFT	Xpress Bill Pay	705.34	December merchant fees
5796	12/30/2025	Claims	1	48148	Jane Agar	270.00	Library cleaning December
5797	12/30/2025	Claims	1	48149	Brown and Jackson Septic	525.00	Port A Potty Dec 2025-- 1002 Forest Service Rd Cemetery; Port A Potty Dec 2025-- 719 E 3rd Park; Port A Potty Dec 2025-- Coal Mine Trailhead; Port A Potty Dec 2025-- 221 E First Public Restrooms
5798	12/30/2025	Claims	1	48150	Central Cleaning	400.00	Cleaning -- City Hall 12/29, Shop 12/30 and 1/6, Police Dept 1/2, and Fire Dept 1/2
5799	12/30/2025	Claims	1	48151	Cimco-GC	11,345.51	2025 rebuild/annual maintenance on all cla-val
5800	12/30/2025	Claims	1	48152	City of Ellensburg	5,008.71	Library 2025 Interlocal Agreement
5801	12/30/2025	Claims	1	48153	Cle Elum Downtown Association	8,297.62	Cle Elum Visitor Center 2nd request. total request \$26,973.23 paid \$7,502.43 7/25/2025 \$8,297.62 12/25/2025
5802	12/30/2025	Claims	1	48154	Cle Elum Farm and Home	491.24	Fire Dept Acct 24 -- generator fuel; City Acct 22 -- Parade entry materials, sand bags, city hall gloves, building dept gloves and grease
5803	12/30/2025	Claims	1	48155	Cle Elum Hardware	542.78	Police Dept Acct 102 -- snow shovel; City shop/public works Acct 90 -- Stafford wall paint, Loaders extension cord, sandbags, building department
5804	12/30/2025	Claims	1	48156	Copiers Northwest Inc.	260.97	City Hall copier overage charge 12/1 to 12/31 overage period; Public works/Library copier overage charge 12/1 to 12/31 overage period
5805	12/30/2025	Claims	1	48157	H.D. Fowler	1,920.11	Public works water meter supplies x 8
5806	12/30/2025	Claims	1	48158	Heritage Law	1,525.00	December defense attorney fees
5807	12/30/2025	Claims	1	48159	James Oil Company	2,701.94	Fire Dept fuel 12/16; Police Dept fuel 12/16 to 12/31; Public works fuel 12/16 to 12/31

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City Of Cle Elum

Time: 16:21:24 Date: 01/07/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5808	12/30/2025	Claims	1	48160	Kenyon Disend, PLLC	90.00	December attorney fees -- City Heights for Shaffer
5809	12/30/2025	Claims	1	48161	Kittitas County Auditor	12,022.00	2025 Court Costs
5810	12/30/2025	Claims	1	48162	Law Office of Mark W. Garka, PLLC	4,000.00	December prosecution services
5811	12/30/2025	Claims	1	48163	Merit Resource Services	632.23	2025 Liquor Profit share 2%
5812	12/30/2025	Claims	1	48164	Mountain Auto Parts	1,852.09	Police Acct 2387 -- engine oil filter, oil 213/205; City/Public Works Acct 2385- t800 oil change and belt, parade tie downs, feeler gauge, 23 Grader 3 pc drill bit, Shop scrubber and towel, Park binde
5813	12/30/2025	Claims	1	48165	Northern Kittitas County Tribune	132.00	Ordinance 1717 & 1718; Public Hearing January 6 2025 proposed text amendments 17.04.040 17.04.050
5814	12/30/2025	Claims	1	48166	One Call Concepts, Inc	11.12	December call before dig tickets x 8
5815	12/30/2025	Claims	1	48167	REHV Arms	755.54	Police Dept Glock 17 Magazines
5816	12/30/2025	Claims	1	48168	Ridgeline Roofing and Const. LLC	4,873.50	Fire Dept roof repair
5817	12/30/2025	Claims	1	48169	The Bunker Tri-Cities LLC	742.30	Police Dept Cold Weather Gear
5818	12/30/2025	Claims	1	48170	Van Ness Feldman LLP	14,093.00	Attorney Fees November -- Teanaway Court; Attorney Fees November -- Hansen Easement; Attorney Fees November -- Blue Fern
5819	12/30/2025	Claims	1	48171	WA State Dept of Trans.	1,196.08	SR903 project review; November signal maintenance 1st and SCE Way
5820	12/30/2025	Claims	1	48172	WA State Dept of Transportation	2,082.36	Police fuel December 2025
5821	12/30/2025	Claims	1	48173	WA State Patrol	24.00	Police Dept background checks
					511 Legislative	132.00	
					512 Judicial	12,022.00	
					515 Legal Services	7,464.00	
					518 Centralized Services	2,133.75	
					521 Police Department	5,540.16	
					522 Fire Department	5,182.52	
					536 Cemetery	105.00	
					558 Planning & Community Devel	236.38	
					562 Public Health	294.50	
					572 Libraries	5,892.17	
					576 Park Facilities	105.00	
					594 Capital Expenditures	1,541.65	
					001 Current Expense/General Fund	40,649.13	
					515 Legal Services	90.00	
					004 City Heights WCIA Settlement Agreement 2023	90.00	
					542 Streets - Maintenance	1,645.32	
					543 Streets Admin & Overhead	489.69	
					562 Public Health	337.73	
					594 Capital Expenditures	207.53	
					101 Street Fund	2,680.27	
					557 Community Services	8,297.62	
					106 Tourist/Lodging Tax Fund	8,297.62	
					542 Streets - Maintenance	105.00	

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City Of Cle Elum

12/24/2025 To: 12/30/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		110 Coal Mine Trail Fund				105.00	
		515 Legal Services				10,647.00	
		131 Blue Fern DA # 2002-01 CRA 2024-01,03				10,647.00	
		515 Legal Services				1,507.00	
		140 Teanaway Court/Hopesource Devel. Fund				1,507.00	
		534 Water Utilities				8,569.20	
		594 Capital Expenditures				652.24	
		401 Water Fund				9,221.44	
		537 Garbage & Solid Waste				14.11	
		402 Garbage Fund				14.11	
		546 Airports, Port, Terminal				31.40	
		403 Airport Fund				31.40	
		534 Water Utilities				7,773.69	
		404 Water Regional Fund				7,773.69	
		535 Sewer				1,418.20	
		594 Capital Expenditures				563.29	
		409 Sewer Fund				1,981.49	
		535 Sewer				7,529.56	
		410 Sewer Regional Fund				7,529.56	
		580 Non Expeditures				42.00	
		699 State Agency Fund 380/580				42.00	
						90,569.71	Claims: 90,569.71

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City Of Cle Elum

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12/24/2025 To: 12/30/2025

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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 _____
Cassidy Buechle-Curtis	

_____	Date _____
Steven Harper	

_____	Date _____
Audrey Malek	

2026

CHECK REGISTER

City Of Cle Elum

Time: 16:38:44 Date: 01/07/2026

01/01/2026 To: 01/13/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2	01/02/2026	Claims	1	EFT	Inland Networks	214.40	January park bathrooms and shop internet
9	01/02/2026	Claims	1	EFT	Gigabeam Internet	57.00	Fire Dept Internet
75	01/01/2026	Claims	1	EFT	Cintas Corporation	221.38	Mats/Towels/Uniforms public works 12/30
85	01/08/2026	Claims	1	EFT	Bureau of Reclamation Pacific NW	5,732.43	M&I water service contract #07XX101580 for 2026 water -- 197.67 AF @ 29 per AF
86	01/08/2026	Claims	1	EFT	Pitney Bowes Global Financial Services L	161.67	Powerguard 2 for postage machine at City Hall
97	01/13/2026	Claims	1	48174	AWC	2,363.00	2026 AWC Drug & Alcohol Consortium fee and City membership fee
98	01/13/2026	Claims	1	48175	Aon Risk Insurance Services West, Inc.	3,427.00	Airport insurance 2026-2027
99	01/13/2026	Claims	1	48176	CivicPlus LLC	9,270.53	Building Dept and Code Enforcement Electronic Submittal Software Support
100	01/13/2026	Claims	1	48177	Jerrol's	151.86	Copy paper & pre perforated paper
101	01/13/2026	Claims	1	48178	Kittcom	41,129.45	Fire Dept Dispatch Services Qtr 1 2026; 2026 Police Dept 1st Qtr dispatch services
102	01/13/2026	Claims	1	48179	Lexipol, LLC	8,772.93	Police Dept annual subscription 2026
103	01/13/2026	Claims	1	48180	Owen Equipment	3,021.96	Sewer vac truck repairs
104	01/13/2026	Claims	1	48181	Springbrook Holding Company LLC	21,502.64	Accounting Software 2026 -- Utility billing, cash receipting, Financials, Payroll; Treatment Plant Operators Water Timesheet Program x 2; Treatment Plant Operators Sewer Timesheet Program x 2
105	01/13/2026	Claims	1	48182	Timesaver PC	97.62	Library battery backup; City hall batteries
106	01/13/2026	Claims	1	48183	Anthony A Venera	621.48	Police Dept - uniform allowance
107	01/13/2026	Claims	1	48184	WCIA Insurance Authority	513,268.00	Amazon, Rifleworks, Columbia, 2026 auto/property/liability insurance
108	01/13/2026	Claims	1	48185	Washington Assoc of Bldg Officials	641.48	Building Official Updated Books
109	01/13/2026	Claims	1	48186	Washington Law Enforcement Info	50.00	2026 Police Dept Membership
110	01/13/2026	Claims	1	48187	Waste Management Corp. Serv.	91,594.38	Solid Waste Collection and Removal Service
111	01/13/2026	Claims	1	48188	Yakima Herald Republic	324.75	Library annual newspaper
518 Centralized Services						101,388.68	
521 Police Department						179,444.70	
522 Fire Department						43,402.10	
524 Protective Inspections						2,501.88	
558 Planning & Community Devel						7,410.13	
572 Libraries						357.29	
576 Park Facilities						147.40	
001 Current Expense/General Fund						334,652.18	
542 Streets - Maintenance						819.08	
543 Streets Admin & Overhead						23,417.44	

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City Of Cle Elum

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		101 Street Fund				24,236.52	
		534 Water Utilities				37,331.75	
		401 Water Fund				37,331.75	
		537 Garbage & Solid Waste				110,540.58	
		402 Garbage Fund				110,540.58	
		546 Airports, Port, Terminal				3,427.00	
		403 Airport Fund				3,427.00	
		534 Water Utilities				73,512.18	
		404 Water Regional Fund				73,512.18	
		535 Sewer				23,872.35	
		409 Sewer Fund				23,872.35	
		535 Sewer				95,051.40	
		410 Sewer Regional Fund				95,051.40	
						702,623.96	Claims: 702,623.96

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:

Cassidy Buechle-Curtis Date _____

Steven Harper Date _____

Audrey Malek Date _____

Payroll 2026

CHECK REGISTER

City Of Cle Elum

Time: 16:08:37 Date: 01/02/2026

01/05/2026 To: 01/05/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
10	01/05/2026	Payroll	1	EFT	Jane Agar	1,989.39	
11	01/05/2026	Payroll	1	EFT	Richard D Albo	8,429.74	
12	01/05/2026	Payroll	1	EFT	Virgil D Amick	3,163.90	
13	01/05/2026	Payroll	1	EFT	Matthew R Anderson	4,641.34	
14	01/05/2026	Payroll	1	EFT	Mathew D Bailey	5,482.27	
15	01/05/2026	Payroll	1	EFT	Aaron G Barr	5,377.14	
16	01/05/2026	Payroll	1	EFT	Cassidy J Buechle-Curtis	226.86	
17	01/05/2026	Payroll	1	EFT	Audrey M Casassa	2,406.87	
18	01/05/2026	Payroll	1	EFT	Steven Cook	226.86	
19	01/05/2026	Payroll	1	EFT	Brian DeFrang	6,327.95	
20	01/05/2026	Payroll	1	EFT	Mark Goodwin	49.73	
22	01/05/2026	Payroll	1	EFT	Carl J Heimbigner	125.52	
23	01/05/2026	Payroll	1	EFT	Bradley D Helgeson	6,388.05	
24	01/05/2026	Payroll	1	EFT	Kathryn A Heller	2,855.80	
25	01/05/2026	Payroll	1	EFT	Alec Johnson	5,466.53	
26	01/05/2026	Payroll	1	EFT	Craig D Juris	4,167.72	
27	01/05/2026	Payroll	1	EFT	Jessica T Korich	3,664.99	
28	01/05/2026	Payroll	1	EFT	Debbie Lee	4,836.56	
29	01/05/2026	Payroll	1	EFT	David Lindseth	4,108.82	
30	01/05/2026	Payroll	1	EFT	Trent S Lombardi	3,667.67	
31	01/05/2026	Payroll	1	EFT	Matthew Lundh	2,637.26	
32	01/05/2026	Payroll	1	EFT	Mario M Magnotti	5,963.39	
33	01/05/2026	Payroll	1	EFT	Audrey Malek	226.86	
34	01/05/2026	Payroll	1	EFT	Edwin L Mills	4,332.03	
35	01/05/2026	Payroll	1	EFT	Cheryl J Montgomery	3,101.70	
36	01/05/2026	Payroll	1	EFT	Robin L Newcomb	3,034.21	
37	01/05/2026	Payroll	1	EFT	Robert F Omans	6,809.53	
38	01/05/2026	Payroll	1	EFT	Amy E Pridemore	1,635.30	
39	01/05/2026	Payroll	1	EFT	Whitney Prosek	2,639.75	
40	01/05/2026	Payroll	1	EFT	Kenneth C Ratliff	226.86	
41	01/05/2026	Payroll	1	EFT	Jennifer E Rogers	4,050.90	
42	01/05/2026	Payroll	1	EFT	Kelsey Seiser	4,952.53	
43	01/05/2026	Payroll	1	EFT	Chase M Stanley	1,085.82	
44	01/05/2026	Payroll	1	EFT	Kaylee M Thompson	125.52	
45	01/05/2026	Payroll	1	EFT	Cornelia J Van Dongen	1,190.10	
46	01/05/2026	Payroll	1	EFT	Anthony A Venera	5,912.98	
47	01/05/2026	Payroll	1	EFT	Levi A Waddell	2,744.29	
48	01/05/2026	Payroll	1	EFT	Jerred Weis	226.86	
49	01/05/2026	Payroll	1	EFT	Brian Welch	4,726.85	
50	01/05/2026	Payroll	1	EFT	Elizabeth M Williams	226.86	
53	01/05/2026	Payroll	1	EFT	AWC Health Insurance	18,044.35	Pay Cycle(s) 01/05/2026 To 01/05/2026 - Asuris 250 Med/Den/Vis
54	01/05/2026	Payroll	1	EFT	Colonial Life	541.85	Pay Cycle(s) 01/05/2026 To 01/05/2026 - Colonial Insurance Pre; Pay Cycle(s) 01/05/2026 To 01/05/2026 - Colonial Insurance
55	01/05/2026	Payroll	1	EFT	Columbia Bank	38,611.41	941 Deposit for Pay Cycle(s) 01/05/2026 - 01/05/2026
56	01/05/2026	Payroll	1	EFT	HRA VEBA Trust Contributions	7,337.00	Pay Cycle(s) 01/05/2026 To 01/05/2026 - Veba
57	01/05/2026	Payroll	1	EFT	Northwest Admin Transfer Acct	6,380.50	Pay Cycle(s) 01/05/2026 To 01/05/2026 - NW Admin RWT/Dental
58	01/05/2026	Payroll	1	EFT	Teamsters Local #760	1,687.00	Pay Cycle(s) 01/05/2026 To 01/05/2026 - Teamsters Dues

2226

Time: 16:08:37 Date: 01/02/2026

Page: 2

511 Legislative	1,883.91
512 Judicial	5,849.07
513 Executive	16,725.18
514 Financial, Recording & Elections	16,831.25
521 Police Department	126,689.92
522 Fire Department	15,904.50
524 Protective Inspections	5,117.04
536 Cemetery	4,972.20
558 Planning & Community Devel	5,225.41
572 Libraries	11,448.55
576 Park Facilities	4,952.83
580 Non Expenditures	-55,234.14
001 Current Expense/General Fund	160,365.72
542 Streets - Maintenance	23,399.39
101 Street Fund	23,399.39
521 Police Department	21,333.39
104 Police 3/10's Sales Tax Fund	21,333.39
534 Water Utilities	25,246.36
401 Water Fund	25,246.36
537 Garbage & Solid Waste	5,814.62
402 Garbage Fund	5,814.62
535 Sewer	26,692.73
409 Sewer Fund	26,692.73

\$313,402.21

CHECK REGISTER

Draws 2025

City Of Cle Elum

Time: 16:10:24 Date: 01/02/2026

12/19/2025 To: 12/19/2025

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5586	12/19/2025	Payroll	1	EFT	Jane Agar	1,200.00	
5587	12/19/2025	Payroll	1	EFT	Virgil D Amick	1,500.00	
5588	12/19/2025	Payroll	1	EFT	Matthew R Anderson	2,000.00	
5589	12/19/2025	Payroll	1	EFT	Aaron G Barr	1,600.00	
5590	12/19/2025	Payroll	1	EFT	Audrey M Casassa	1,300.00	
5591	12/19/2025	Payroll	1	EFT	Brian DeFrang	500.00	
5592	12/19/2025	Payroll	1	EFT	Bradley D Helgeson	2,000.00	
5593	12/19/2025	Payroll	1	EFT	Kathryn A Heller	750.00	
5594	12/19/2025	Payroll	1	EFT	Debbie Lee	1,100.00	
5595	12/19/2025	Payroll	1	EFT	David Lindseth	800.00	
5596	12/19/2025	Payroll	1	EFT	Edwin L Mills	2,500.00	
5597	12/19/2025	Payroll	1	EFT	Cheryl J Montgomery	2,000.00	
5598	12/19/2025	Payroll	1	EFT	Robin L Newcomb	3,500.00	
5599	12/19/2025	Payroll	1	EFT	Robert F Omans	2,000.00	
5600	12/19/2025	Payroll	1	EFT	Whitney Prosek	800.00	
5601	12/19/2025	Payroll	1	EFT	Jennifer E Rogers	2,000.00	
5602	12/19/2025	Payroll	1	EFT	Cornelia J Van Dongen	1,000.00	
5603	12/19/2025	Payroll	1	EFT	Anthony A Venera	2,000.00	
5604	12/19/2025	Payroll	1	EFT	Levi A Waddell	2,000.00	
5605	12/19/2025	Payroll	1	EFT	Columbia Bank	20,000.00	941 Taxes for Draws

580 Non Expenditures

50,550.00

001 Current Expense/General Fund

50,550.00

Draws only

~~50,550.00 Payroll.~~ 50,550.00

Total on page 2

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:

Cassidy Buechle-Curtis Date _____

Steven Harper Date _____

Audrey Malek Date _____

Debbie 1-5-25

CHECK REGISTER

City Of Cle Elum

Time: 11:23:57 Date: 12/12/2025

12/11/2025 To: 12/12/2025

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5453	12/11/2025	Payroll	1	EFT	Keller T Andersen	8.57	
5457	12/11/2025	Payroll	1	EFT	Danielle K Bertschi	98.49	
5460	12/11/2025	Payroll	1	EFT	Mark Goodwin	1,006.33	
5461	12/11/2025	Payroll	1	EFT	Jacob Hausken	1,126.25	
5463	12/11/2025	Payroll	1	EFT	Carl J Heimbigner	311.76	
5465	12/11/2025	Payroll	1	EFT	Nathan J Henderson	182.43	
5466	12/11/2025	Payroll	1	EFT	Michael C Lackey	10.28	
5467	12/11/2025	Payroll	1	EFT	William Lee	154.17	
5468	12/11/2025	Payroll	1	EFT	Nathan J Lewis	42.83	
5469	12/11/2025	Payroll	1	EFT	Amie L Longer	4.28	
5470	12/11/2025	Payroll	1	EFT	Cole R McBride	356.29	
5471	12/11/2025	Payroll	1	EFT	Dylan Miller	370.85	
5472	12/11/2025	Payroll	1	EFT	Edwin L Mills	597.81	
5473	12/11/2025	Payroll	1	EFT	Casey Orndorff	13.70	
5475	12/11/2025	Payroll	1	EFT	Jordan Peterson	164.43	
5476	12/11/2025	Payroll	1	EFT	Josiah G Peterson	83.93	
5477	12/11/2025	Payroll	1	EFT	Katelyn A Peterson	285.19	
5478	12/11/2025	Payroll	1	EFT	Savannah R Scovel	31.69	
5479	12/11/2025	Payroll	1	EFT	Chase Stanley	633.78	
5480	12/11/2025	Payroll	1	EFT	Kaylee M Thompson	684.31	
5483	12/11/2025	Payroll	1	EFT	Joshua T Vandergriend	177.29	
5484	12/11/2025	Payroll	1	EFT	Jamus Lee Waters	38.54	
5487	12/11/2025	Payroll	1	EFT	Umpqua Bank	1,310.94	941 Deposit for Pay Cycle(s) 12/11/2025 - 12/11/2025
5505	12/12/2025	Payroll	1	EFT	Employment Security Dept PFML & LTC	3,487.59	Pay Cycle(s) 10/01/2025 To 12/31/2025 - ESD -- LTC
5506	12/12/2025	Payroll	1	EFT	Employment Security Dept PFML & LTC	6,376.61	Pay Cycle(s) 10/01/2025 To 12/31/2025 - ESD -- PFMLA
5507	12/12/2025	Payroll	1	EFT	WA State Dept of Labor & Ind.	24,768.50	4TH Quarter L&I: 10/01/2025 - 12/31/2025
5454	12/11/2025	Payroll	1	48073	Richard L Ballard	189.29	
5455	12/11/2025	Payroll	1	48074	Tyler Andrew Bator	173.86	
5456	12/11/2025	Payroll	1	48075	William J Bator	33.41	
5458	12/11/2025	Payroll	1	48076	Taylor Dawson	64.24	
5459	12/11/2025	Payroll	1	48077	Beau Foster	265.50	
5462	12/11/2025	Payroll	1	48078	Mike Haynes	39.40	
5464	12/11/2025	Payroll	1	48079	Mark R Heimbigner	288.63	
5474	12/11/2025	Payroll	1	48080	David Peccalaino	8.57	
5481	12/11/2025	Payroll	1	48081	Cody Traylor	261.53	
5482	12/11/2025	Payroll	1	48082	Chandler Tuscany	13.70	
5485	12/11/2025	Payroll	1	48083	Adam S Ybarra	85.64	
		511 Legislative				34.23	
		512 Judicial				66.09	
		513 Executive				443.82	
		514 Financial, Recording & Elections				245.39	
		521 Police Department				12,211.45	
		522 Fire Department				10,179.83	
		524 Protective Inspections				294.17	
		536 Cemetery				430.48	
		558 Planning & Community Devel				363.94	
		572 Libraries				160.34	
		576 Park Facilities				696.88	
		580 Non Expenditures				11,277.59	

Robert W. 12/11/25 Debbi J 12-12-25

CHECK REGISTER

City Of Cle Elum

12/11/2025 To: 12/12/2025

Time: 11:23:57 Date: 12/12/2025

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001	Current Expense/General Fund			36,404.21	
			542 Streets - Maintenance			1,129.65	
		101	Street Fund			1,129.65	
			521 Police Department			3,380.31	
		104	Police 3/10's Sales Tax Fund			3,380.31	
			542 Streets - Maintenance			4.61	
		110	Coal Mine Trail Fund			4.61	
			534 Water Utilities			1,459.03	
		401	Water Fund			1,459.03	
			537 Garbage & Solid Waste			153.29	
		402	Garbage Fund			153.29	
			535 Sewer			1,219.51	
		409	Sewer Fund			1,219.51	
						43,750.61	Payroll: 43,750.61

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_____

CITY OF CLE ELUM
City Administration

**AGENDA STAFF
REPORT**

AGENDA DATE: January 13, 2026

ACTION REQUESTED: Approve the 2026 Emergency Medical Services Agreement.

BACKGROUND: The Emergency Medical Services and Trauma Care Council has submitted an interlocal agreement to the City for the 2026 budget year. This agreement is executed annually and ensures continued services.

RECOMMENDATION: Authorize the Mayor to sign the 2026 Emergency Medical Services Agreement.

ATTACHMENTS: New 2026 EMS Interlocal Agreement

LEAD STAFF: Robert Omans



**KITTITAS COUNTY
EMERGENCY MEDICAL SERVICES DIVISION**

MEDICAL PROGRAM DIRECTOR	Office of the: EMS COORDINATOR	EMS & TRAUMA CARE COUNCIL
---------------------------------	---	--------------------------------------

November 26, 2025

TO: Matthew Lundh, Mayor
Rob Omans, City Administer
City of Cle Elum

FR: Cheryl L. Burrows
EMS Coordinator

RE: 2026 KCEMS/TC Council Payment Agreement

Please find enclosed two original 2026 Kittitas County Emergency Medical Services (EMS) & Trauma Care Council Payment Agreements (attachment "C" to the Interlocal Cooperation Agreement with the Kittitas County EMS & Trauma Care Council). The Payment Agreement reflects the *2026 Budget Plan* recommended by the Kittitas County EMS & Trauma Care Council for the operation of the Kittitas County EMS Division.

The *2026 Budget Plan* was sent out to all Participating Jurisdictions in August and presented at the November 19, 2025, KCCOG meeting as required per the Interlocal Cooperation Agreement.

Upon approval of the 2026 Payment Agreement, please return one signed copy of the agreement to this office.

If you have any questions or would like me to attend a future meeting, please contact me at 509-929-3247.

Thank you for your continued support!

Enclosed:

- 2026 Payment Agreement (2 signed copies – please return 1)
- 2026 Budget Plan for Kittitas County EMS Division

“C”
Kittitas County
Emergency Medical Services and Trauma Care Council
and
Interlocal Cooperation Agreement Participating Jurisdictions

PAYMENT AGREEMENT

1. Term. The term of this agreement will be from January 1, 2026, until December 31, 2026.
2. Compensation. The named Participating Jurisdiction, City of Cle Elum, shall pay the Kittitas County EMS & Trauma Care Council (Council) a total of \$13,638.00 or less, depending on actual expenses; to be paid in quarterly payments to the Council of \$3,409.50, for their 4.7% of the daily operations of the Kittitas County EMS Division office in accordance with the Interlocal Cooperation Agreement. Actual expenses shall be documented by the Council to the Participating Jurisdiction in the form of a quarterly report to include a quarterly billing statement. Quarterly payments will be made at the beginning of each quarter. Revenue not expended or dedicated to the following year's budget will be credited to the Participating Jurisdiction in the second quarter of the following year.

Agreed to and dated this _____ day of _____, 2025.

Kittitas County EMS & Trauma Care Council:



Lee Hadden, Chair
Danielle Bertschi, Vice Chair

City of Cle Elum

Matthew Lundh, Mayor
Robert Omans, City Administrator

Approved as to form:

Attorney (optional)

“C”
Kittitas County
Emergency Medical Services and Trauma Care Council
and
Interlocal Cooperation Agreement Participating Jurisdictions

PAYMENT AGREEMENT

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Agreed to and dated this _____ day of _____, 2025.

Kittitas County EMS & Trauma Care Council:



Lee Hadden, Chair
Danielle Bertschi, Vice Chair

City of Cle Elum

Matthew Lundh, Mayor
Robert Omans, City Administrator

Approved as to form:

Attorney (optional)

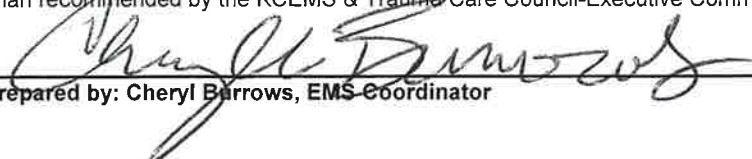
Kittitas County Emergency Medical Services Division
Proposed 2026 - Office Budget Plan - Revised Resolution #8-14-25-A

Description Projected Expenditures	Actual 2024	Rev. Budget 2025	Approved 2026	Notes
Salary - Coordinator (1 FTE):	90,042.00	103,428.00	106,536.00	3% COLA estimate
EMS Assistant (+Casual Employ)	37,727.81	61,187.28	65,526.00	5.5% COLA/Step estimate
Benefits/Emp. Taxes Coord/Asst	50,068.95	80,000.00	77,400.00	Approx 45% of salaries ('25=44%)
Professional Support (Acct. / Legal)	0.00	600.00	600.00	Accrual as needed
County Administrative Fee	600.00	720.00	600.00	Acct. Admin Fee
Rent & Utilities (new lease 9/21)	14,865.20	18,400.00	21,500.00	\$1,440 + \$375 avg. Utilities + misc.
Phone/Internet/Cells:	2,720.16	3,000.00	3,300.00	Office line, EMS cell, asst. cell, internet)
Postage:	420.32	500.00	500.00	
Office Supplies:	588.18	600.00	600.00	
Photocopies/Printing:	4,334.20	4,700.00	4,700.00	copier lease & other printing
Computer Serv./Software/Website:	3,585.11	4,000.00	4,200.00	ERS/Accting/Website maint. +
Travel/Gas/License/Other	1,297.65	2,200.00	2,200.00	
Training/Conferences (Best Practices)	541.86	800.00	800.00	
Insurance	3,342.00	3,400.00	3,600.00	-vehicle insurance from User Fee
Office Equipment (replacement)	824.64	600.00	600.00	Accrual fund
Miscellaneous (bank fees +)	200.00	700.00	700.00	Fees and unexpected expenses.
TOTAL EXPENDITURES:	\$211,158.08	284,835.28	293,362.00	
Vehicle/Insure/oil/tires(user fee)	1,200.00	1,200.00	1,200.00	insurance/maintenance
Training-Copier Lease fund transfer	\$2,000.00	2,000.00	2,000.00	FY26 training copies exp.
Salary Credit Carryover:	0.00	20,486.28	0.00	Pending Staffing Costs/Changes.
Jurisdiction Projected Contribution	\$207,958.08	\$261,149.00	\$290,162.00	OFM Pop. 48,950 (4/1/25)
Kittitas County	113,528.00	120,128.54	132,807.00	0.4577
City of Ellensburg:	112,007.00	112,555.22	126,017.00	0.4343
City of Cle Elum:	12,164.00	12,274.00	13,638.00	0.0470
City of Kittitas:	7,602.00	7,834.47	8,560.00	0.0295
City of Roslyn:	5,068.00	5,222.98	5,716.00	0.0197
Town of S. Cle Elum:	3,041.00	3,133.79	3,424.00	0.0118
TOTAL JURISDICTION REVENUE:	\$253,410.00	261,149.00	290,162.00	100.00%
Annual Jurisdiction % Increase:	11.0%	3%	10%	
User Fee=Vehicle Replace (10 yr)	\$4,700.00	5,000.00	5,000.00	Fee based on #/type providers
Reserve/Accrual Fund		Revised		
Wage Survey Adjust & Credit to PJ	6,245.66	40,486.28		Pending Staffing Costs/Changes.
ASHI Training Site	15,110.79	18,090.79		
Public Education (ASHI courses)	4,421.81	5,401.05		
Benefit Accrual Fund	16,000.00	20,000.00		
Office Equip Accrual Fund	2,425.56	2,200.92		
Professional Support (Acct. / Legal)	3,651.70	5,651.70		
User Fee (Capt Equip/MPDD/Special Pro	29,971.02	33,645.62		
Total Annual Reserves:	\$77,826.54	\$125,478.36		Pending Year-end budget resolution
Participating Jurisdiction Credit:				

Population percentages derived from the Office of Financial Management, Forecasting Division for April 1, 2025.

The 2026 (1/1-12/31/2026) Office Budget Plan recommended by the KCEMS & Trauma Care Council-Executive Committee 8-14-2025.


Lee Hadden, Chair
Danielle Bertschi, Vice Chair


Prepared by: Cheryl Barrows, EMS Coordinator

CITY OF CLE ELUM
City Administration

**AGENDA STAFF
REPORT**

AGENDA DATE: January 13, 2026

ACTION REQUESTED: Allow the city to surplus office chairs and projectors.

BACKGROUND: These items are obsolete or damaged and are of no value.

RECOMMENDATION: Authorize the Mayor to sign Resolution No. 2026-001
Surplus City Hall Items.

ATTACHMENTS: Resolution No. 2026-001

LEAD STAFF: Robert Omans

CITY OF CLE ELUM
WASHINGTON
RESOLUTION NO. 2026-001

A RESOLUTION PROVIDING FOR THE DISPOSAL OF CERTAIN INVENTORY ITEMS:

- **City Hall**
 - **Inventory #556-563 desk chairs in chambers.**
 - **Inventory #622 Panasonic Projector SC8320406 (broken)**
 - **Inventory #646 Mustang Projector Screen YM622707 (broken)**

WHEREAS certain items of equipment belonging to the City of Cle Elum and Public Works are obsolete and no longer used by the city or damaged.

WHEREAS the value, obsolescence, and condition of these items of inventory make it impractical to trade the same in the future purchase of new inventory items. It would be in the best interest of the city to dispose of the same in a manner that will be to the best advantage to the City of Cle Elum.

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

1. Based on the findings and recommendations of the city, the items of inventory for said City as shown attached hereto, are declared to be surplus to the foreseeable needs of the city.
2. That it is deemed to be for the common benefit of the residents of said City to depose of said inventory.
3. That the City Public Works Director is authorized to dispose of items attached in a manner that will be to the best advantage to the City of Cle Elum

Passed by the City Council and approved by the Mayor on the 13th day of January 2026.

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: 01/13/2026
Resolution No: 2026-001

Passed by the City Council:
Date Posted:

CITY OF CLE ELUM
Clerks Office

**AGENDA STAFF
REPORT**

AGENDA DATE: January 13, 2026

ACTION REQUESTED: Approve Resolution 2026-002 Adopting the Distribution of the 2026 Hotel/Motel Consolidated Tax Fund Grants.

BACKGROUND: On November 14, 2025, the Consolidated Lodging Tax Advisory Committee reviewed and approved the 2026 grant applications and funding allocations for each participating municipality. Each jurisdiction—Kittitas County, the City of Ellensburg, the City of Cle Elum, and the City of Roslyn—is required to adopt a resolution approving its respective portion of the distribution.

RECOMMENDATION: Authorize the Mayor to sign Resolution 2026-002.

ATTACHMENTS: Resolution 2026-002
Exhibit A

LEAD STAFF: Debbie Lee

RESOLUTION

NO. 2026-002

A RESOLUTION ADOPTING THE DISTRIBUTION OF THE 2026 HOTEL/MOTEL TAX FUND GRANTS – CLE ELUM

- WHEREAS:** RCW 39.34.080 and other Washington State law, as amended, authorizes any city to contract with any other city/county to perform any governmental service, activity or undertaking which each contracting city/county is authorized by law to perform; and
- WHEREAS:** the governing bodies of Kittitas County and the cities of Ellensburg, Cle Elum, and Roslyn previously entered into an interlocal agreement for the purposes of creating a consolidated lodging tax grant process for special events and projects; and
- WHEREAS:** in accordance with the interlocal agreement, Kittitas County solicited applications for the distribution of the 2026 Hotel/Motel tax funds in the form of reimbursable grants for special events and projects throughout Kittitas County; and
- WHEREAS:** in accordance with the interlocal agreement, the respective Lodging Tax Advisory Committees (LTACs) or designees of Kittitas County and the cities of Ellensburg, Cle Elum, and Roslyn have reviewed all the applications submitted to Kittitas County; and
- WHEREAS:** in accordance with the interlocal agreement, Kittitas County compiled the various participating entity's scoring and funding recommendations and forwarded them to the combined county-wide LTAC Consolidated Work Group for further review; and
- WHEREAS:** in accordance with the interlocal agreement, the combined county-wide LTAC Consolidated Work Group met in an open public meeting on November 14, 2025, at Ellensburg City Hall to receive presentations from applicants, and deliberated to reach a final funding recommendation which is to be forwarded to each entity's legislative body for final approval; and
- WHEREAS:** in accordance with an amendment to the interlocal agreement, each participating municipality agreed to make available 13% of their annual lodging tax collections to be awarded through the consolidated lodging tax grant process; and
- WHEREAS:** Kittitas County designated \$341,015.40 to be available for grants as part of this process, Ellensburg designated \$108,259.12, Cle Elum designated \$27,340.67, and Roslyn designated \$4,272.20; and
- WHEREAS:** the combined county-wide LTAC Work Group recommended expending \$480,887.39 of the designated funds; and

WHEREAS: in accordance with the interlocal agreement, Kittitas County will provide notice to each successful applicant and will require a contract to be agreed to by each successful applicant prior to funding awards being available for reimbursement; and

WHEREAS: in accordance with the interlocal agreement, Kittitas County will serve as the single reimbursing agency for all successful applicants and will bill each participating municipality's lodging tax fund for its respective share of any reimbursements awarded and applied for; and

WHEREAS: the legislative authorities for Kittitas County and the cities of Ellensburg, Cle Elum, and Roslyn are approving only their respective lodging tax fund grant awards.

NOW, THEREFORE BE IT RESOLVED: That the City of Cle Elum hereby awards the 2026 Hotel/Motel Tax fund grants distribution for special events and projects as follows:
(see Exhibit A)

ADOPTED this _____ day of _____, 2026

CITY OF CLE ELUM

ATTEST/AUTHENTICATED

Matthew Lundh Mayor

Debbie Lee Clerk

Quarter 1	
Quarter 2	
Quarter 3	
Quarter 4	



December 15, 2025

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

Attn: Mayor Matthew Lundh

Re: City of Cle Elum
First Street Improvements Phase 3 – Downtown Revitalization
HLA Project No. 23150C
Fed Aid No. STBG(R)-0903(086)
Progress Estimate No. 14

Dear Mayor Lundh:

Enclosed is Progress Estimate No. 14 for work performed by Active Construction, Inc. (ACI), through November 30, 2025, in connection with their contract on the above-referenced project. The amount due to the Contractor is \$61,391.76, per the contract documents. As specified in the federal funding agreement associated with this project, no retainage is being withheld by the City of Cle Elum.

Submission of Certified Payrolls for ACI and subcontractors are required for review. Our office is completing this task on behalf of the City of Cle Elum. Labor documents will be provided to the City upon completion of the project.

We recommend this Progress Estimate be considered and approved by the City of Cle Elum.

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

Sincerely,

Terry D. Alapeteri, PE for Benjamin A. Annen, PE

BAA/asr

Enclosures

Copy: Rob Omans, Mathew Bailey, Debbie Lee, Robin Newcomb (City of Cle Elum)
Greg Gebhard, Josh Grau, Tommy Pelton (Active Construction, Inc.)
Taylor Denny, Angie Ringer (HLA)

CONSTRUCTION PROGRESS ESTIMATE

First Street Improvements Phase 3 - Downtown Revitalization

CITY OF CLE ELUM

119 WEST 1ST STREET

CLE ELUM, WA 98922

TO: Active Construction, Inc.

PO Box 430

Puyallup, WA 98443

HLA PROJECT NO.: 23150C

TIB Project No.: 6-E-930(008)-1

FEDERAL AID NO. STBG(R)-0903(086)

PROGRESS ESTIMATE NO.: 14

FROM: Oct. 01, 2025

TO: Nov. 30, 2025



BID ITEM NO.	DESCRIPTION	UNIT	CONTRACT TOTAL (Contract + COs)			TOTAL WORK TO DATE		PREVIOUS PAID		AMOUNT DUE NOW (Total - Previous)		PERCENT CONTRACT COMPLETE
			QTY	UNIT PRICE	COST	QTY	COST	QTY	COST	QTY	COST	
1	Minor Change	FA	1	\$ 175,000.00	\$ 175,000.00	1.22	\$ 212,724.97	1.13	\$ 197,840.88	0.09	\$ 14,884.09	122%
2	Training	HR	1,200	\$ 1.00	\$ 1,200.00	1,147	\$ 1,147.00	1,147	\$ 1,147.00	0	\$ -	96%
3	SPCC Plan	LS	1	\$ 150.00	\$ 150.00	1	\$ 150.00	1	\$ 150.00	0	\$ -	100%
4	Archaeological and Historical Salvage	FA	1	\$ 100.00	\$ 100.00	0	\$ -	0	\$ -	0	\$ -	0%
5	Mobilization	LS	1	\$ 373,354.00	\$ 373,354.00	1	\$ 373,354.00	1	\$ 373,354.00	0	\$ -	100%
6	Project Temporary Traffic Control	LS	1	\$ 270,000.00	\$ 270,000.00	1	\$ 270,000.00	1	\$ 270,000.00	0	\$ -	100%
7	Clearing and Grubbing	LS	1	\$ 5,000.00	\$ 5,000.00	1.00	\$ 5,000.00	1.00	\$ 5,000.00	0	\$ -	100%
8	Removal of Structures and Obstructions	LS	1	\$ 177,000.00	\$ 177,000.00	1	\$ 177,000.00	1	\$ 177,000.00	0	\$ -	100%
9	Unclassified Excavation Incl. Haul	CY	2,510	\$ 85.00	\$ 213,350.00	2,963.11	\$ 251,864.35	2,633.90	\$ 223,881.50	329.21	\$ 27,982.85	118%
10	Crushed Surfacing Base Course	TON	970	\$ 38.00	\$ 36,860.00	681.23	\$ 25,886.74	681.23	\$ 25,886.74	0	\$ -	70%
11	Crushed Surfacing Top Course	TON	130	\$ 58.00	\$ 7,540.00	95.97	\$ 5,566.26	95.97	\$ 5,566.26	0	\$ -	74%
12	HMA Cl. 1/2-Inch PG 64H-28	TON	330	\$ 230.00	\$ 75,900.00	358.04	\$ 82,349.20	358.04	\$ 82,349.20	0	\$ -	108%
13	Storm Sewer Pipe 12 In. Diam.	LF	95	\$ 110.00	\$ 10,450.00	42	\$ 4,620.00	42	\$ 4,620.00	0	\$ -	44%
14	Storm Sewer Pipe 6 In. Diam., Incl. Saddle	EA	2	\$ 3,500.00	\$ 7,000.00	2	\$ 7,000.00	2	\$ 7,000.00	0	\$ -	100%
15	Catch Basin Type 1	EA	2	\$ 1,800.00	\$ 3,600.00	2	\$ 3,600.00	2	\$ 3,600.00	0	\$ -	100%
16	Adjust Catch Basin	EA	32	\$ 350.00	\$ 11,200.00	32	\$ 11,200.00	32	\$ 11,200.00	0	\$ -	100%
17	Adjust Monitoring Well	EA	2	\$ 350.00	\$ 700.00	1	\$ 350.00	1	\$ 350.00	0	\$ -	50%
18	Select Backfill, as Directed	CY	50	\$ 75.00	\$ 3,750.00	0	\$ -	0	\$ -	0	\$ -	0%
19	D.I. Pipe for Water Main 6 In. Diam.	LF	6	\$ 190.00	\$ 1,140.00	5	\$ 950.00	5	\$ 950.00	0	\$ -	83%
20	Adjust Valve Box	EA	4	\$ 335.00	\$ 1,340.00	4	\$ 1,340.00	4	\$ 1,340.00	0	\$ -	100%
21	Hydrant Assembly with Tapping Valve Assembly	EA	1	\$ 20,000.00	\$ 20,000.00	1	\$ 20,000.00	1	\$ 20,000.00	0	\$ -	100%
22	Hydrant Assembly Replacement	EA	1	\$ 8,000.00	\$ 8,000.00	1	\$ 8,000.00	1	\$ 8,000.00	0	\$ -	100%
23	Adjust Meter Box	EA	25	\$ 400.00	\$ 10,000.00	25	\$ 10,000.00	25	\$ 10,000.00	0	\$ -	100%
24	Irrigation System, Complete	LS	1	\$ 265,000.00	\$ 265,000.00	1.00	\$ 265,000.00	0.97	\$ 257,428.57	0.03	\$ 7,571.43	100%
25	ESC Lead	DAY	66	\$ 1.00	\$ 66.00	0	\$ -	0	\$ -	0	\$ -	0%
26	Inlet Protection	EA	54	\$ 115.00	\$ 6,210.00	51	\$ 5,865.00	51	\$ 5,865.00	0	\$ -	94%
27	Plant Selection - Redpointe Maple (2-1/2" Caliper)	EA	21	\$ 675.00	\$ 14,175.00	21	\$ 14,175.00	21	\$ 14,175.00	0	\$ -	100%
28	Plant Selection - Metro Gold Maple (2-1/2" Caliper)	EA	40	\$ 555.00	\$ 22,200.00	40	\$ 22,200.00	40	\$ 22,200.00	0	\$ -	100%
29	Plant Selection - Kelseyi Dogwood (2 Gallon)	EA	412	\$ 55.00	\$ 22,660.00	389	\$ 21,395.00	389	\$ 21,395.00	0	\$ -	94%

CONSTRUCTION PROGRESS ESTIMATE

First Street Improvements Phase 3 - Downtown Revitalization

CITY OF CLE ELUM

119 WEST 1ST STREET

CLE ELUM, WA 98922

TO: Active Construction, Inc.

PO Box 430

Puyallup, WA 98443

HLA PROJECT NO.: 23150C

TIB Project No.: 6-E-930(008)-1

FEDERAL AID NO. STBG(R)-0903(086)

PROGRESS ESTIMATE NO.: 14

FROM: Oct. 01, 2025

TO: Nov. 30, 2025



BID ITEM NO.	DESCRIPTION	UNIT	CONTRACT TOTAL (Contract + COs)			TOTAL WORK TO DATE		PREVIOUS PAID		AMOUNT DUE NOW (Total - Previous)		PERCENT CONTRACT COMPLETE
			QTY	UNIT PRICE	COST	QTY	COST	QTY	COST	QTY	COST	
30	Plant Selection - Dwarf Mugo Pine (2 Gallon)	EA	80	\$ 55.00	\$ 4,400.00	78	\$ 4,290.00	78	\$ 4,290.00	0	\$ -	98%
31	Plant Selection - Black Eyed Susan (1 Gallon)	EA	1,035	\$ 20.00	\$ 20,700.00	1,030	\$ 20,600.00	1,030	\$ 20,600.00	0	\$ -	100%
32	Plant Selection - Woods Compact Kinnikinnick (2 Gallon)	EA	1,795	\$ 40.00	\$ 71,800.00	1,603	\$ 64,120.00	1,603	\$ 64,120.00	0	\$ -	89%
33	Plant Selection - Golden Nugget Barberry (2 Gallon)	EA	105	\$ 30.00	\$ 3,150.00	70	\$ 2,100.00	70	\$ 2,100.00	0	\$ -	67%
34	Plant Selection - Flower Carpet Pink Rose (2 Gallon)	EA	59	\$ 35.00	\$ 2,065.00	50	\$ 1,750.00	50	\$ 1,750.00	0	\$ -	85%
35	Plant Selection - Sun Rose Burgundy Dazzler (1 Gallon)	EA	195	\$ 20.00	\$ 3,900.00	193	\$ 3,860.00	193	\$ 3,860.00	0	\$ -	99%
36	Plant Selection - Moonbeam Coreopsis (1 Gallon)	EA	600	\$ 25.00	\$ 15,000.00	687	\$ 17,175.00	687	\$ 17,175.00	0	\$ -	115%
37	Topsoil Type A	CY	580	\$ 130.00	\$ 75,400.00	580.72	\$ 75,493.60	580.72	\$ 75,493.60	0	\$ -	100%
38	Subgrade Topsoil	CY	975	\$ 110.00	\$ 107,250.00	115.64	\$ 12,720.40	115.64	\$ 12,720.40	0	\$ -	12%
39	Root Barrier	LF	3,850	\$ 16.00	\$ 61,600.00	2,542	\$ 40,672.00	2,542	\$ 40,672.00	0	\$ -	66%
40	Root Path	LF	2,275	\$ 20.00	\$ 45,500.00	2,058	\$ 41,160.00	2,058	\$ 41,160.00	0	\$ -	90%
41	Basalt Rock Mulch	CY	100	\$ 110.00	\$ 11,000.00	91.07	\$ 10,017.70	91.07	\$ 10,017.70	0	\$ -	91%
42	Plant Establishment	FA	1	\$ 10,000.00	\$ 10,000.00	0.95	\$ 9,453.39	0	\$ -	0.95	\$ 9,453.39	95%
43	Cement Conc. Traffic Curb and Gutter	LF	3,730	\$ 34.00	\$ 126,820.00	3,765	\$ 128,010.00	3,765	\$ 128,010.00	0	\$ -	101%
44	Bench	EA	12	\$ 3,000.00	\$ 36,000.00	12	\$ 36,000.00	12	\$ 36,000.00	0	\$ -	100%
45	Trash Receptacle	EA	6	\$ 5,100.00	\$ 30,600.00	6	\$ 30,600.00	6	\$ 30,600.00	0	\$ -	100%
46	Bike Rack	EA	18	\$ 1,800.00	\$ 32,400.00	18	\$ 32,400.00	18	\$ 32,400.00	0	\$ -	100%
47	Bollard	EA	3	\$ 3,500.00	\$ 10,500.00	3	\$ 10,500.00	3	\$ 10,500.00	0	\$ -	100%
48	Monument Relocation	FA	1	\$ 2,500.00	\$ 2,500.00	0.09	\$ 227.91	0.09	\$ 227.91	0	\$ -	9%
49	Coal Cart Relocation	FA	1	\$ 10,000.00	\$ 10,000.00	0	\$ -	0	\$ -	0	\$ -	0%
50	Trash Compactor Relocation	FA	1	\$ 2,000.00	\$ 2,000.00	0	\$ -	0	\$ -	0	\$ -	0%
51	Cement Conc. Sidewalk 6-Inch Thick	SY	225	\$ 131.00	\$ 29,475.00	242.84	\$ 31,812.04	242.84	\$ 31,812.04	0	\$ -	108%
52	Cement Conc. Sidewalk 4-Inch Thick	SY	45	\$ 115.00	\$ 5,175.00	38.28	\$ 4,402.20	38.28	\$ 4,402.20	0	\$ -	85%
53	Cement Conc. Sidewalk 4-Inch Thick Patterned	SY	4,990	\$ 115.00	\$ 573,850.00	5,098.55	\$ 586,333.25	5,098.55	\$ 586,333.25	0	\$ -	102%
54	Cement Conc. Curb Ramp	EA	28	\$ 3,400.00	\$ 95,200.00	30	\$ 102,000.00	30	\$ 102,000.00	0	\$ -	107%
55	Tree Lighting System, Complete	LS	1	\$ 280,000.00	\$ 280,000.00	1	\$ 280,000.00	1	\$ 280,000.00	0	\$ -	100%
56	Conduit Installation (PSE Illumination)	LF	2,690	\$ 25.00	\$ 67,250.00	2,958	\$ 73,950.00	2,958	\$ 73,950.00	0	\$ -	110%
57	Furnished Conduit Installation (PSE Power)	LF	1,960	\$ 24.00	\$ 47,040.00	2,009	\$ 48,216.00	2,009	\$ 48,216.00	0	\$ -	103%
58	Furnished Conduit Installation (Wholesale Communications)	LF	575	\$ 15.00	\$ 8,625.00	799	\$ 11,985.00	799	\$ 11,985.00	0	\$ -	139%
59	Furnished Conduit Installation (Inland Networks)	LF	1,025	\$ 15.00	\$ 15,375.00	1,003	\$ 15,045.00	1,003	\$ 15,045.00	0	\$ -	98%

CONSTRUCTION PROGRESS ESTIMATE

First Street Improvements Phase 3 - Downtown Revitalization

CITY OF CLE ELUM

119 WEST 1ST STREET

CLE ELUM, WA 98922

TO: Active Construction, Inc.

PO Box 430

Puyallup, WA 98443

HLA PROJECT NO.: 23150C

TIB Project No.: 6-E-930(008)-1

FEDERAL AID NO. STBG(R)-0903(086)

PROGRESS ESTIMATE NO.: 14

FROM: Oct. 01, 2025

TO: Nov. 30, 2025



BID ITEM NO.	DESCRIPTION	UNIT	CONTRACT TOTAL (Contract + COs)			TOTAL WORK TO DATE		PREVIOUS PAID		AMOUNT DUE NOW (Total - Previous)		PERCENT CONTRACT COMPLETE
			QTY	UNIT PRICE	COST	QTY	COST	QTY	COST	QTY	COST	
60	Furnished Conduit Installation (Lumen Technologies)	LF	500	\$ 16.00	\$ 8,000.00	539	\$ 8,624.00	539	\$ 8,624.00	0	\$ -	108%
61	Electrical Service Connection	EA	11	\$ 4,500.00	\$ 49,500.00	12	\$ 54,000.00	12	\$ 54,000.00	0	\$ -	109%
62	Telecommunication Service Connection	EA	13	\$ 3,000.00	\$ 39,000.00	13	\$ 39,000.00	13	\$ 39,000.00	0	\$ -	100%
63	Accessible Pedestrian Push Button	EA	16	\$ 2,700.00	\$ 43,200.00	16	\$ 43,200.00	16	\$ 43,200.00	0	\$ -	100%
64	Permanent Signing	LS	1	\$ 15,000.00	\$ 15,000.00	1	\$ 15,000.00	0.90	\$ 13,500.00	0.10	\$ 1,500.00	100%
65	Pavement Markings	LS	1	\$ 30,000.00	\$ 30,000.00	1	\$ 30,000.00	1	\$ 30,000.00	0	\$ -	100%
66	Segmental Block Wall	SF	600	\$ 45.00	\$ 27,000.00	431.21	\$ 19,404.30	431.21	\$ 19,404.30	0	\$ -	72%

Subtotal

\$ 3,759,220.00

\$ 3,704,859.31

\$ 3,643,467.55

\$ 61,391.76

99%

Plus Materials on Hand

\$ -

\$ -

\$ -

Amount Due Progress Estimate No. 14

\$ 3,704,859.31

\$ 3,643,467.55

\$ 61,391.76

I hereby certify that the foregoing is a true and correct statement of the work performed under this contract.

 Terry D. Alapeteri, PE for Benjamin A. Annen, PE

CONSTRUCTION PROGRESS ESTIMATE - SCHEDULE OF VALUES

City of Cle Elum

First Street Improvements Phase 3 - Downtown Revitalization

TO: Active Construction, Inc.
PO Box 430
Puyallup, WA 98443

HLA PROJECT NO.: 23150C
FEDERAL AID NO. STBG(R)-0903(086)



<i>BID ITEM NO.</i>	<i>BID ITEM NAME</i>	<i>DESCRIPTION</i>	<i>QUANTITY</i>	<i>UNIT</i>	<i>UNIT PRICE</i>	<i>TOTAL PRICE</i>	<i>PERCENT OF ITEM COMPLETE</i>
3	SPCC Plan	100% Complete - Submittal Received and Approved	1	LS	\$ 150.00	\$ 150.00	100%
5	Mobilization	5% Completion = 50% Payment of Mobilization	1	LS	\$ 186,677.00	\$ 186,677.00	100%
5	Mobilization	10% Completion = 100% Payment of Mobilization	1	LS	\$ 186,677.00	\$ 186,677.00	100%
6	Project Temporary Traffic Control	Traffic Control Set Up	1	LS	\$ 25,500.00	\$ 25,500.00	100%
6	Project Temporary Traffic Control	Daily Traffic Control	1	LS	\$ 231,000.00	\$ 231,000.00	100%
6	Project Temporary Traffic Control	Traffic Control Take Down	1	LS	\$ 13,500.00	\$ 13,500.00	100%
7	Clearing and Grubbing	7.01 - Peoh to Bullitt - North	1	LS	\$ 714.29	\$ 714.29	100%
7	Clearing and Grubbing	7.02 - Bullitt to Wright - North	1	LS	\$ 714.29	\$ 714.29	100%
7	Clearing and Grubbing	7.03 - Wright to Harris - North	1	LS	\$ 714.29	\$ 714.29	100%
7	Clearing and Grubbing	7.04 - Oakes to Pennsylvania - South	1	LS	\$ 714.29	\$ 714.29	100%
7	Clearing and Grubbing	7.05 - Harris to Wright Ave. South	1	LS	\$ 714.29	\$ 714.29	100%
7	Clearing and Grubbing	7.06 - Wright to Bullitt - South	1	LS	\$ 714.29	\$ 714.29	100%
7	Clearing and Grubbing	7.07 - Bullitt to Peoh - South	1	LS	\$ 714.29	\$ 714.29	100%
8	Removal of Structures and Obstructions	8.01 - Peoh to Bullitt - North	1	LS	\$ 25,285.71	\$ 25,285.71	100%
8	Removal of Structures and Obstructions	8.02 - Bullitt to Wright - North	1	LS	\$ 25,285.71	\$ 25,285.71	100%
8	Removal of Structures and Obstructions	8.03 - Wright to Harris - North	1	LS	\$ 25,285.71	\$ 25,285.71	100%
8	Removal of Structures and Obstructions	8.04 - Oakes to Pennsylvania - South	1	LS	\$ 25,285.71	\$ 25,285.71	100%
8	Removal of Structures and Obstructions	8.05 - Harris to Wright Ave. South	1	LS	\$ 25,285.71	\$ 25,285.71	100%
8	Removal of Structures and Obstructions	8.06 - Wright to Bullitt - South	1	LS	\$ 25,285.71	\$ 25,285.71	100%
8	Removal of Structures and Obstructions	8.07 - Bullitt to Peoh - South	1	LS	\$ 25,285.71	\$ 25,285.71	100%
24	Irrigation System, Complete	24.01 - Peoh to Bullitt - North	1	LS	\$ 37,857.14	\$ 37,857.14	100%
24	Irrigation System, Complete	24.02 - Bullitt to Wright - North	1	LS	\$ 37,857.14	\$ 37,857.14	100%
24	Irrigation System, Complete	24.03 - Wright to Harris - North	1	LS	\$ 37,857.14	\$ 37,857.14	100%
24	Irrigation System, Complete	24.04 - Oakes to Pennsylvania - South	1	LS	\$ 37,857.14	\$ 37,857.14	100%
24	Irrigation System, Complete	24.05 - Harris to Wright Ave. South	1	LS	\$ 37,857.14	\$ 37,857.14	100%
24	Irrigation System, Complete	24.06 - Wright to Bullitt - South	1	LS	\$ 37,857.14	\$ 37,857.14	100%
24	Irrigation System, Complete	24.07 - Bullitt to Peoh - South	1	LS	\$ 37,857.14	\$ 37,857.14	100%
55	Tree Lighting System, Complete	55.01 - Peoh to Bullitt - North	1	LS	\$ 40,000.00	\$ 40,000.00	100%
55	Tree Lighting System, Complete	55.02 - Bullitt to Wright - North	1	LS	\$ 40,000.00	\$ 40,000.00	100%
55	Tree Lighting System, Complete	55.03 - Wright to Harris - North	1	LS	\$ 40,000.00	\$ 40,000.00	100%
55	Tree Lighting System, Complete	55.04 - Oakes to Pennsylvania - South	1	LS	\$ 40,000.00	\$ 40,000.00	100%
55	Tree Lighting System, Complete	55.05 - Harris to Wright Ave. South	1	LS	\$ 40,000.00	\$ 40,000.00	100%
55	Tree Lighting System, Complete	55.06 - Wright to Bullitt - South	1	LS	\$ 40,000.00	\$ 40,000.00	100%
55	Tree Lighting System, Complete	55.07 - Bullitt to Peoh - South	1	LS	\$ 40,000.00	\$ 40,000.00	100%
64	Permanent Signing	Base Installation	1	LS	\$ 9,000.00	\$ 9,000.00	100%
64	Permanent Signing	Signs	1	LS	\$ 6,000.00	\$ 6,000.00	100%
65	Pavement Markings	Paid on percentage of work complete monthly	1	LS	\$ 30,000.00	\$ 30,000.00	100%



CITY OF CLE ELUM

PROJECT NAME: FIRST STREET IMPROVEMENTS PHASE 3 - DOWNTOWN REVITALIZATION

HLA PROJECT NO.: 23150C

PRIME CONTRACTOR: ACTIVE CONSTRUCTION, INC

FORCE ACCOUNT SUMMARY

DATE	COST	ACCUM TOTAL	CONTRACTOR	DESCRIPTION
BID ITEM 01 - MINOR CHANGE				
3/25/24	\$ 2,537.04	\$ 2,537.04	ACI	425 First Street - Removal of obstructions in City right-of-way in front of Gemini Fish Market.
3/25/24	\$ 12,375.00	\$ 14,912.04	Casual Const. Squared Up	425 First Street - Removal of obstructions in City right-of-way in front of Gemini Fish Market.
5/28/24	\$ 2,537.04	\$ 17,449.08	ACI	Removal of obstructions in City right-of-way in front of Ash & Pine Boutique, Black Sheep Home Goods and Mountain Elegance on East 1st Street.
5/28/24	\$ 23,375.00	\$ 40,824.08	Casual Const. Squared Up	Removal of obstructions in City right-of-way in front of Ash & Pine Boutique, Black Sheep Home Goods and Mountain Elegance on East 1st Street.
5/29/24	\$ 2,537.04	\$ 43,361.12	ACI	Removal of obstructions in City right-of-way in front of the Bake House on East 1st Street.
5/29/24	\$ 12,375.00	\$ 55,736.12	Casual Const. Squared Up	Removal of obstructions in City right-of-way in front of the Bake House on East 1st Street.
6/12/24	\$ 874.75	\$ 56,610.87	ACI	311 First Street - Water service work completed to preserve sidewalk improvements.
6/13/24	\$ 1,170.51	\$ 57,781.38	ACI	305, 309 - E. First Street - Water service work completed to preserve sidewalk improvements.
6/19/24	\$ 1,570.64	\$ 59,352.02	ACI	Northeast Corner of First Street and Wright Avenue - Decomissioning the abandoned tank.
6/20/24	\$ 722.23	\$ 60,074.25	ACI	Northwest corner of First and Bullitt - Decomissioning the abandoned monitoring well.
6/20/24	\$ 667.01	\$ 60,741.26	ACI	24+20 LT - Moving light base form tube 6" to gain 48" clearance between the light pole and fire hydrant that is next to it.
6/24/24	\$ 2,669.80	\$ 63,411.06	ACI	207 E. First Street - Contractor excavated for new 3/4" water service to be installed by the City.
7/1/24	\$ 2,940.71	\$ 66,351.77	ACI	207, 211 First Street - Water service work completed to preserve sidewalk improvements.
7/3/24	\$ 2,394.98	\$ 68,746.75	ACI	Wright to Harris on North side - Smoothing out grade and placing a thin layer of gravel for pedestrian foot traffic to accommodate the parade.
7/8/24	\$ 1,402.69	\$ 70,149.44	ACI	19+60 LT - Supplied and installed 4" PVC from the roof drain to the catch basin under new sidewalk.
7/17/24	\$ 576.11	\$ 70,725.55	ACI	18+75 - 19+05 LT - Saw cut next to building to remove existing sidewalk where building facia was place on top of sidewalk.
7/22/24	\$ 1,581.15	\$ 72,306.70	ACI	20+25 LT - Telephone Museum - Water service work completed to preserve sidewalk improvements.

DATE	COST	ACCUM TOTAL	CONTRACTOR	DESCRIPTION
7/23/24	\$ 1,835.49	\$ 74,142.19	ACI	Bullitt North Leg - 93+15 - 94+00 LT - To prep for the new asphalt patch along both sides of the sidewalk running north, ACI hand sawcut and removed the existing asphalt.
7/29/24	\$ 2,061.49	\$ 76,203.68	ACI	407, 411, 413 First St. - Demolition of existing concrete steps and preparing for new steps.
7/30/24	\$ 689.98	\$ 76,893.66	ACI	Bullitt to Alley - Removed existing HMA and prepared for new HMA.
7/30/24	\$ 147.02	\$ 77,040.68	ACI	407, 411, 413 First St. - Completed digging and formed wing walls for new steps.
7/30/24	\$ 1,543.67	\$ 78,584.35	TSS	407, 411, 413 First St. - Completed digging and forming wing walls for new steps.
7/31/24	\$ 949.90	\$ 79,534.25	TSS	407, 411, 413 First St. - TSS formed steps and poured all 3 Locations.
8/1/24	\$ 1,557.06	\$ 81,091.31	TSS	407, 411, 413, N. First St. - TSS cut and Install rebar in each wing wall. They also formed and poured the walls in each location.
8/5/24	\$ 4,655.95	\$ 85,747.26	TSS	407, 411, 413, N. First St. - TSS formed steps and poured concrete in all three (3) locations.
8/22/24	\$ 305.20	\$ 86,052.46	ACI	Sunset Café, 23+25 - 24+10 RT - Due to the decorative stone facia being placed on top of and supported by the sidewalk, ACI was on standby while Delmar performed sawcutting.
8/22/24	\$ 1,351.28	\$ 87,403.74	Delmar	Sunset Café, 23+25 - 24+10 RT - Due to the decorative stone facia being placed on top of and supported by the sidewalk, Delmar was called in to sawcut.
8/27/24	\$ 659.55	\$ 88,063.29	ACI	418 First St. - Removing soil at back of walk for grade transition
9/18/24	\$ 1,387.48	\$ 89,450.77	ACI	21+05 RT - Due to the existing pipe previously freezing with water in it. ACI was directed to expose the 2" irrigation pipe that crossed First to the south side, cut out 5' of the pipe and replace it, and backfill.
9/18/24	\$ 1,318.48	\$ 90,769.25	ACI	19+90 RT - Placed CDF to backfill void discovered under sidewalk.
10/4/24	\$ 416.60	\$ 91,185.85	ACI	7+00 RT, Oakes Ave - Saw cut HMA and concrete sidewalk to install new ADA ramp for accessible parking stall.
10/14/24	\$ 1,042.07	\$ 92,227.92	NW Landscaping Inc.	Peoh to Bullitt, South side planters - Replace spray head tips to a low flow, wind resistant spray tip.
10/15/24	\$ 289.88	\$ 92,517.80	ACI	8+20 - 8+80 RT - Saw cut existing asphalt for form work to be completed for the back of sidewalk to transition at grade.
11/19/24	\$ 860.80	\$ 93,378.60	ACI	8+50 LT, 13+00 LT, 29+20 LT - As directed by the City, ACI saw cut concrete sidewalk at the three (3) locations to install bollards at back of walk.
12/4/24	\$ 3,087.75	\$ 96,466.35	ACI	13+00 First Street North Side (WaFd Bank) - ACI Supplied and installed bollards as directed by city.
12/5/24	\$ 4,897.31	\$ 101,363.66	ACI	8+50 LT - Farm & Home side gate location. Install 3 each steel bollards per city direction.
12/31/24	\$ 10,894.11	\$ 112,257.77	ACI	Overhead to underground power conversion - Furnish and install conductor from PSE handholes to commercial meter bases.
12/31/24	\$ 19,750.72	\$ 132,008.49	ACI	Overhead to underground power conversion - Electrical service connections modified to eliminate weatherhead to weatherhead connections and replaced with new meter bases to improve safety at 401, 407, 425 and 418 E First St.
12/31/24	\$ 2,854.22	\$ 134,862.71	ACI	Overhead to underground power conversion - Electrical service connections modified to eliminate weatherhead to weatherhead connections and replaced with new meter bases to improve safety at 413 E First St.
12/31/24	\$ 3,864.25	\$ 138,726.96	ACI	Overhead to underground power conversion - Furnish and install load center replacement at 411 E First for L&I permitting.
4/16/25	\$ 1,083.44	\$ 139,810.40	ACI	Oakes/Pennsylvania & First Street Saw cutting sidewalk for Ped button installation.

DATE	COST	ACCUM TOTAL	CONTRACTOR	DESCRIPTION
4/17/25	\$ 4,655.73	\$ 144,466.13	ACI	Oakes/Pennsylvania & First Street Saw cutting and loading out concrete for pedestrian push button installation.
4/21/25	\$ 2,922.23	\$ 147,388.36	ACI	12+20 7+25 Demo concrete for pedestrian buttons so that concrete can be poured to match existing pattern.
4/21/25	\$ 1,426.64	\$ 148,815.00	ACI	25+20 26+00 26+50 27+30 28+05 Sawcut & demo concrete in areas where utility poles were removed so concrete can be poured to match existing pattern.
4/21/25	\$ 216.69	\$ 149,031.69	ACI	6+25 SW Corner Sawcut panels to be removed so new bollards can be installed.
4/22/25	\$ 1,753.34	\$ 150,785.03	ACI	6+25 NW Corner, 7+30 NE Corner Demo panels for new ped buttons so that concrete can be poured to match existing pattern.
4/22/25	\$ 1,168.89	\$ 151,953.92	ACI	6+25 SW Corner Demo concrete panels and existing bollards to prepare for new bollard install.
4/22/25	\$ 1,387.45	\$ 153,341.37	ACI	25+20 26+00 26+50 27+30 28+05 Demo concrete panels where utility poles were removed to match existing pattern.
4/23/25	\$ 3,095.63	\$ 156,437.00	ACI	6+25 SW Corner Demo concrete panels and existing bollards to install 2 new bollards and pour back to match existing pattern.
4/24/25	\$ 2,245.12	\$ 158,682.12	ACI	12+20 NE Corner 12+20 SE Corner Install new J boxes for pedestrian buttons.
4/25/25	\$ 1,281.48	\$ 159,963.60	ACI	ACI Bullpen Haul off of concrete that was from ped button and utility pole removal demo.
4/28/25	\$ 307.41	\$ 160,271.01	ACI	20+55 LT Pour concrete apron around light pole in planter
5/7/25	\$ 1,224.75	\$ 161,495.76	CB Electric	Furnish and install added J-boxes for the pedestrian push button poles.
5/8/25	\$ 1,796.11	\$ 163,291.87	CB Electric	Furnish and install added J-boxes for the pedestrian push button poles.
5/30/25	\$ 6,910.61	\$ 170,202.48	NW Roots	Minor Change 04 - NW Roots - 217 E. First Street
8/27/25	\$ 1,255.98	\$ 171,458.46	ACI	8+10 LT, 13+50 LT, 27+37 RT, 36+63 RT - Chip concrete out of bollards for installation of caps. Saw cut panels to be removed and replaced where utility poles were removed.
9/2/25	\$ 13,574.40	\$ 185,032.86	SPM	Additional crosswalk and parking stall striping per lump sum proposal.
9/2/25	\$ 14,077.49	\$ 199,110.35	ACI	Traffic Control Devices, mobilization, and coordination of additional crosswalk and parking stall striping per lump sum proposal.
9/2/25	\$ 1,573.62	\$ 200,683.97	ACI	26+63RT, 27+37RT, 24+27LT Demo concrete panels to be removed and replaced
9/3/25	\$ 1,837.36	\$ 202,521.33	ACI	24+27LT 27+37RT 26+63 RT Remove concrete pieces that were demoed and prep for concrete.
10/8/25	\$ 4,869.89	\$ 207,391.22	ACI	First St. and Oakes Ave. Jackhammer and remove concrete curb ramp that puddles water.
10/10/25	\$ 2,384.83	\$ 209,776.05	TSS	407, 411, 413, N. First St. TSS formed steps and poured concrete in all three (3) locations.
11/26/25	\$ 2,948.92	\$ 212,724.97	CB Electric	Provide terminal cabinets for project as required to meet WSDOT standards.
BID ITEM 04 - ARCHAEOLOGICAL AND HISTORICAL SALVAGE				
		\$ -		

DATE	COST	ACCUM TOTAL	CONTRACTOR	DESCRIPTION
BID ITEM 42 - PLANT ESTABLISHMENT				
11/3/25	\$ 3,623.06	\$ 3,623.06	NW Landscape and Design	Entire project Plant establishment, trim plants and trees, pull weeds and clean out planter beds.
11/4/25	\$4,073.13	\$7,696.19	NW Landscape and Design	Entire project Plant establishment, trim plants and trees, pull weeds, and clean out planter beds.
11/5/25	\$1,757.20	\$9,453.39	NW Landscape and Design	Entire project Plant establishment, trim plants and trees, pull weeds, and clean out planter beds.
BID ITEM 48 - MONUMENT RELOCATION				
10/4/24	\$ 227.91	\$ 227.91	ACI	Oakes Ave & First Street - Remove and transport monument to City park.

**AGENDA STAFF
REPORT**

AGENDA DATE: **JANUARY 13th 2026**

ACTION REQUESTED: Approve Progress Estimate No. 14 in the amount of \$61,391.76 to Active Construction, Inc. for work completed on the First Street Improvements Phase 3 – Downtown Revitalization Project through November 30, 2025.

BACKGROUND: The First Street Improvements Phase 3 project is a federally funded downtown revitalization effort intended to improve pedestrian safety, accessibility, utilities, streetscape features, and overall infrastructure along First Street.

The project is being constructed by Active Construction, Inc., with engineering and construction management services provided by HLA. Funding includes federal Surface Transportation Block Grant (STBG) funds administered in accordance with federal requirements.

Progress Estimate No. 14 represents pay quantities for work performed between October 1, 2025, and November 30, 2025. As of this pay estimate 99% of the contract work is complete.

RECOMMENDATION: Staff recommends that the City Council approve Progress Estimate No. 14 in the amount of \$61,391.76 to Active Construction, Inc. for the First Street Improvements Phase 3

ATTACHMENTS: Progress Estimate No.14

LEAD STAFF: Mathew Bailey

City Administrator

Staff Report
(January 13, 2026)

Treasurer's Report

Attached to the agenda is the Treasurer's Report ending in November. The reason it is for November and not December is because December doesn't end until January 20th. Other than that, there is nothing noteworthy to highlight in this report.

Public Records Requests – 2025

In December 2025, the city received 35 new public records requests. A detailed list is provided in front of you and will also be attached to my report.

For the full year 2025, the city received a total of 347 public records requests. Of these, only 3 requests remain open as of year-end.

Building Department Permit Data:

I have the year-end building permit data. In December, the Building Department issued 12 permits, generating nearly \$13,000 in fees. For the entire year, the department issued 105 permits, a decrease compared to the previous year but collected nearly \$170,000 in fees—an increase of approximately 20% over 2024. This rise in permit revenue is primarily driven by the introduction of two large multi-family developments.

Assistant City Administrator:

We received 20 strong applications and have narrowed the pool down to 5 candidates. Interviews will be held on January 23rd, and we will provide updates as the process moves forward.

City Network & Firewall Reconfiguration Project Update:

The City Network & Firewall Reconfiguration Project is progressing well, though it is not yet fully complete. As a reminder, this project was budgeted and funded through the 2025 budget. Given the scope of the network reconfiguration, some delays were expected.

The primary objective was to complete the upgrades at the water and sewer plants, which have now been successfully completed and are fully operational. Last year, we also finished reconfigurations at the Public Works building, Library, and City Park.

This week, work is focused on the Police Department, which has its own set of problems due to its connection with the county system. Once this is complete, only City Hall and the Fire Station remain—these were the main hubs of the old network system.

Electronic Permitting System Update:

As a reminder, funding for this permitting software was included in this year's budget.

Anticipating a potential increase in building permits, I decided to get an early start. Last month, I researched several vendors and attended product demos. After evaluating options, one company presented a solution that was very compelling.

We have now signed up with CivicPlus, which you may recall is also the platform we use for our agenda management software. CivicPlus offers a permitting module, and our first kick-off meeting is scheduled for tomorrow.

PUBLIC RECORDS REQUESTS December 2025

	Request Date	Requester Name	Requester City	Requester State
1	12/1/25	Arthur West	Olympia	WA
2	12/1/25	Nagode	Rathdrum	ID
3	12/1/25	Nagode	Rathdrum	ID
4	12/1/25	Nagode	Rathdrum	ID
5	12/1/25	Priscilla Oakley	Johnson City	TN
6	12/2/25	Cheri Marusa	S CLE ELUM	WA
7	12/2/25	Cooper Roberts	Ventura	CA
8	12/2/25	Shana Pelesco	-	WA
9	12/3/25	Sarah Olson	KIRKLAND	WA
10	12/4/25	Detective Scott Hoffman	Ellensburg	WA
11	12/4/25	JOHN CALHOUN	CLE ELUM	WA
12	12/4/25	Cody	Roslyn	WA
13	12/8/25	Umar Ramirez	Cle Elum	WA
14	12/9/25	JENNIFER	seattle	WA
15	12/9/25	Kris Sullivan / Tony Breznikar	Cle elum	WA
16	12/9/25	Priscilla Oakley	Johnson City	TN
17	12/9/25	Kris Sullivan / Tony Breznikar	Cle elum	WA
18	12/10/25	YYZD YYZD	toronto	AL
19	12/10/25	Justin Carver	Los Angeles	CA
20	12/11/25	Lindsay Hanway	Hillsboro	OR
21	12/11/25	Staci Foster	Ellensburg	WA
22	12/17/25	Judith Licon	Yakima	WA
23	12/19/25	Drew McCoy	Roslyn	WA
24	12/19/25	Manda Beckett	Yakima	WA
25	12/19/25	Aria Taylor	Houston	TX
26	12/21/25	Aaron Grosshans	Cle Elum	WA
27	12/22/25	Christine Heimbigner Simpson	Cle Elum	WA
28	12/22/25	YYZD YYZD	toronto	AL
29	12/22/25	YYZD YYZD	toronto	AL
30	12/22/25	YYZD YYZD	toronto	AL
31	12/23/25	Sarah Stephanski	Bellevue	WA
32	12/26/25	Raaj Thipparthy	Houston	TX
33	12/30/25	Maniraj Patha	Houston	TX
34	12/30/25	YYZD YYZD	toronto	AL
35	12/30/25	Leroy Rauch	Cle Elum	WA

Total Requests for 2025 = 347

Of these, only 3 requests remain open as of year-end.

TREASURER'S REPORT

Fund Totals

City Of Cle Elum

Time: 16:18:21 Date: 12/09/2025

11/01/2025 To: 11/30/2025

Page: 1

Fund	Previous Balance	Revenue	Expenditures	Book End Balance	Outstanding Claims	Outstanding Payroll	Outstanding Deposits	Bank Ending Balance
001 Current Expense/General Fund	134,426.96	816,766.06	364,573.83	586,619.19	124,105.78	0.00	-53,125.00	657,599.97
002 UKC Recreation Center	-328.00	0.00		-328.00	0.00	0.00	0.00	-328.00
004 City Heights WCIA Settlement Agreement 2023	-5,410.42	0.00	20,671.90	-26,082.32	20,671.90	0.00	0.00	-5,410.42
101 Street Fund	-199,932.16	208,870.18	63,332.45	-54,394.43	34,568.33	0.00	0.00	-19,826.10
102 TIB Complete Streets Grant	-79,118.69	26,969.80	1,439.30	-53,588.19	1,439.30	0.00	0.00	-52,148.89
104 Police 3/10's Sales Tax Fund	66,340.86	23,116.45	20,621.16	68,836.15	840.16	0.00	0.00	69,676.31
106 Tourist/Lodging Tax Fund	268,929.89	23,218.31	80,659.51	211,488.69	69,179.71	0.00	0.00	280,668.40
110 Coal Mine Trail Fund	43,064.13	0.00	445.21	42,618.92	0.00	0.00	0.00	42,618.92
120 Central Cascades/Weis Land CRA 2009-01 Devel. Fund	5,202.22	0.00		5,202.22	0.00	0.00	0.00	5,202.22
123 Sun Communities CRA 2018-01 Devel. Fund	15,398.77	0.00	15,398.77	0.00	0.00	0.00	0.00	0.00
124 MVOLLC/Prium CRA 2005-02 Devel. Fund	3,409.42	0.00		3,409.42	0.00	0.00	0.00	3,409.42
127 City Heights CRA 2020-01 Devel. Fund	-407,301.01	0.00		-407,301.01	0.00	0.00	0.00	-407,301.01
131 Blue Fern DA # 2002-01 CRA 2024-01,03	346,569.27	1,577,310.13	91,419.30	1,832,460.10	77,920.05	0.00	0.00	1,910,380.15
132 Wildwood Ranch DA #2024-001 CRA 2024-02	-17,027.50	0.00		-17,027.50	0.00	0.00	0.00	-17,027.50
140 Teanaway Court/Hopesource Devel. Fund	9,572.05	6,946.00	11,534.00	4,984.05	11,534.00	0.00	0.00	16,518.05
309 REET Excise Tax/Capital Projects Fund	1,032,276.34	24,529.76		1,056,806.10	0.00	0.00	0.00	1,056,806.10
401 Water Fund	580,903.85	175,742.53	92,260.22	664,386.16	4,996.31	0.00	-1,653.12	667,729.35
402 Garbage Fund	163,186.12	114,156.41	119,099.06	158,243.47	30.47	0.00	-1,188.36	157,085.58
403 Airport Fund	121,251.86	0.00	4,411.32	116,840.54	1,818.15	0.00	0.00	118,658.69
404 Water Regional Fund	1,772,424.92	41,148.07	230,267.55	1,583,305.44	139,378.04	0.00	0.00	1,722,683.48
406 Water Capital Reserve Fund	65,496.47	15,764.49	6,884.86	74,376.10	5,938.99	0.00	-300.61	80,014.48
408 Stormwater Fund	50,750.00	0.00		50,750.00	0.00	0.00	0.00	50,750.00
409 Sewer Fund	955,237.12	112,186.38	66,678.78	1,000,744.72	7,285.51	0.00	-1,424.29	1,006,605.94
410 Sewer Regional Fund	1,262,285.12	64,712.00	201,606.45	1,125,390.67	147,703.87	0.00	0.00	1,273,094.54
413 Sewer Capital Reserve Fund	389,419.43	13,263.56	76,104.26	326,578.73	75,308.45	0.00	0.00	401,887.18
630 Pangrazi Memorial Fund	13,741.16	0.00	1,113.42	12,627.74	1,000.00	0.00	0.00	13,627.74
699 State Agency Fund 380/580	1,628.92	3,015.75	694.00	3,950.67	762.82	0.00	0.00	4,713.49
	6,592,397.10	3,247,715.88	1,469,215.35	8,370,897.63	724,481.84	0.00	-57,691.38	9,037,688.09

TREASURER'S REPORT

Account Totals

City Of Cle Elum

11/01/2025 To: 11/30/2025

Time: 16:18:21 Date: 12/09/2025

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Cash Accounts	Beg Balance	Deposits	Withdrawals	Book End. Balance	Outstanding Rec	Outstanding	Bank End. Balance
1 Checking 2924	3,192,228.33	2,922,384.22	1,451,505.12	4,663,107.43	-36,693.67	724,481.84	5,350,895.60
8 Cash Drawer City Hall	150.00	0.00	0.00	150.00	0.00	0.00	150.00
9 US Bank	850,110.97	285,205.04	40.50	1,135,275.51	-53,125.00	0.00	1,082,150.51
10 US Bank Investment	2,484,905.00	0.00	0.00	2,484,905.00	0.00	0.00	2,484,905.00
11 Xpress Deposit Account	14,237.80	110,507.75	88,050.86	36,694.69	-2,684.98	34,812.27	68,821.98
12 Petty Cash City Hall	100.00	0.00	0.00	100.00	0.00	0.00	100.00
13 Petty Cash Police	100.00	0.00	0.00	100.00	0.00	0.00	100.00
14 Cash Drawer Police	100.00	0.00	0.00	100.00	0.00	0.00	100.00
15 Petty Cash Library	100.00	0.00	0.00	100.00	0.00	0.00	100.00
16 Cash Drawer Library	15.00	0.00	0.00	15.00	0.00	0.00	15.00
17 Police Drug Fund	350.00	0.00	0.00	350.00	0.00	0.00	350.00
18 Umpqua Card Account 9016	50,000.00	0.00	0.00	50,000.00	0.00	0.00	50,000.00
Total Cash:	6,592,397.10	3,318,097.01	1,539,596.48	8,370,897.63	-92,503.65	759,294.11	9,037,688.09
	6,592,397.10	3,318,097.01	1,539,596.48	8,370,897.63	-92,503.65	759,294.11	9,037,688.09

A

B

Robin Newcomb, Finance Director 12/10/25

Debbie Lee, City Clerk 12/10/25

2025 BUDGET POSITION TOTALS

City Of Cle Elum

Months: 01 To: 11

Time: 16:20:45 Date: 12/09/2025

Page: 1

Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 Current Expense/General Fund	5,111,095.68	4,408,748.23	86.3%	5,138,095.68	4,438,971.18	86%
002 UKC Recreation Center	77,185.00	94,662.61	122.6%	238,095.00	134,299.48	56%
004 City Heights WCIA Settlement Agr	55,236.00	55,236.86	100.0%	639,266.30	585,349.48	92%
101 Street Fund	4,885,613.00	2,899,542.11	59.3%	4,933,648.00	3,018,371.69	61%
102 TIB Complete Streets Grant	2,241,799.00	704,765.51	31.4%	2,241,799.00	758,353.70	34%
104 Police 3/10's Sales Tax Fund	248,993.00	225,805.00	90.7%	332,292.00	263,383.84	79%
106 Tourist/Lodging Tax Fund	192,000.00	193,393.10	100.7%	375,600.00	254,363.27	68%
110 Coal Mine Trail Fund	8,620.00	9,073.45	105.3%	4,120.00	3,329.59	81%
120 Central Cascades/Weis Land CRA :	2,050.00	73.77	3.6%	2,050.00	0.00	0%
121 Cle Elum Pines West Devel. Fund	1,500.00	0.00	0.0%	1,500.00	0.00	0%
123 Sun Communities CRA 2018-01 De	50,000.00	218.39	0.4%	50,000.00	15,398.77	31%
124 MVOLLC/Prum CRA 2005-02 Devel	3,015.00	48.36	1.6%	3,015.00	0.00	0%
125 Whispering Pines Devel. Fund	5,000.00	0.00	0.0%	5,000.00	0.00	0%
127 City Heights CRA 2020-01 Devel. F	70,000.00	132.97	0.2%	70,000.00	1,086.25	2%
128 Fowler Creek Trails Deneen Develc	5,250.00	-10,000.00	-190.5%	5,250.00	0.00	0%
131 Blue Fern DA # 2002-01 CRA 2024	1,330,000.00	2,982,387.40	224.2%	1,330,000.00	1,057,758.97	80%
132 Wildwood Ranch DA #2024-001 C	115,200.00	54,908.70	47.7%	115,200.00	64,548.00	56%
140 Teanaway Court/Hopesource Devel	50,000.00	41,724.30	83.4%	50,000.00	36,740.25	73%
309 REET Excise Tax/Capital Projects Fi	182,500.00	543,690.05	297.9%	113,800.00	15,821.12	14%
401 Water Fund	1,310,459.00	1,438,941.20	109.8%	1,310,459.00	995,105.85	76%
402 Garbage Fund	1,148,950.00	1,114,399.39	97.0%	1,198,950.00	1,007,694.24	84%
403 Airport Fund	37,000.00	39,466.92	106.7%	24,000.00	9,123.61	38%
404 Water Regional Fund	1,026,000.00	1,054,656.07	102.8%	1,058,059.00	852,278.95	81%
406 Water Capital Reserve Fund	156,474.99	218,647.74	139.7%	334,774.99	303,701.94	91%
408 Stormwater Fund	15,000.00	1,000.00	6.7%	12,000.00	0.00	0%
409 Sewer Fund	1,179,796.00	1,195,854.30	101.4%	1,113,796.00	888,443.55	80%
410 Sewer Regional Fund	1,082,000.00	1,032,454.31	95.4%	952,000.00	788,978.57	83%
413 Sewer Capital Reserve Fund	385,000.00	233,156.79	60.6%	441,000.00	301,468.16	68%
630 Pangrazi Memorial Fund	100.00	194.90	194.9%	1,300.00	1,225.10	94%
699 State Agency Fund 380/580	45,000.00	43,791.41	97.3%	47,000.00	41,535.64	88%
	21,020,836.67	18,576,973.84	88.4%	22,142,069.97	15,837,331.20	71.5%

RESERVES ARE NOT INCLUDED IN THE TOTALS

11 MONTHS = 92%

CITY OF CLE ELUM
Planning Department

AGENDA
STAFF REPORT

AGENDA DATE:	January 13, 2026
ACTION REQUESTED:	None, Current Planning Update: December 4, 2025 – January 6, 2026
LEAD STAFF:	Colleda Monick, HLA

BACKGROUND:

Current Planning Permits:

1. **Site and Design Review:**
 - a. SDR-2025-004: Teanaway Court, comment period closed. Public hearing date of February 4, 2026. Notice is scheduled for January 15, 2026.
2. **SEPA:**
 - a. SEP-2025-002: Teanaway Court. Determination of Non-Significance scheduled for January 15, 2026.
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. Applicant submitted revisions 1/05/26 – staff reviewing.
4. **Building Permits:**
 - a. Upper Kittitas County Community Recreation Center: on hold, extended to March 10, 2026.
5. **Franchise Agreement:**
 - a. FA-2025-001: redlines returned to City on 11/5. Legal is reviewing.
6. **Final Plats:**
 - a. FP-2025-001: Bullfrog Flats, Phase 1, S-1 - notice of incomplete issued 10/27/2025. Revisions received 12/31/2025, under review (includes County)
 - b. FP-2025-002: Bullfrog Flats, Phase 1, J - notice of incomplete issued 10/31/2025. Revisions received 12/19/2025, under review.
 - c. FP-2025-003: Bullfrog Flats, Phase 1, S-2 - notice of incomplete issued 10/31/2025. Revisions received 12/19/2025, under review.

General Planning Support:

1. **Business License Review**
2. **On-site Planning Support:** HLA 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.

Public Support: HLA responded to development-related inquiries including questions regarding multiple requests for property subdivision (both commercial and residential properties), parcel segregation, office uses in the downtown commercial zoning district, transfer agreements, permit requirements, zoning questions, ADU conversions, and short-term rentals, addressing questions, signage requirements, shoreline development, and more. HLA Planning also continued to support the Horse Park with environmental review-related questions and next-step guidance. These tasks typically required code review, research into prior decisions, and follow-up via phone and email.

3. **Planning Commission.** HLA provides ongoing support to the City's Planning Commission and City staff in facilitating key initiatives and ensuring effective coordination between stakeholders for regulatory compliance and assisting with transparent communication with City staff, the public, and various agencies. Below is an overview of HLA contributions during the last month:

The Commission reviewed updates to "Table of Permitted Uses" and took input from the public regarding expanding "Sports Facilities" in the Downtown Commercial zoning district. HLA finalized the SEPA Checklist, Commerce Notice, Notice of Application, Notice of Public Hearing, and Determination of Nonsignificance, and coordinated distribution via the Department of Ecology SEPA portal, City website, Commerce and notices for the newspaper. Intake and review of public comments, draft staff report, and put together a complete record, develop the packet for public hearing, recap 2025 accomplishments, and draft a 2026 work plan (included).

The first meeting of the new year, the Commission held a public hearing to consider text amendment changes. The Council will hear their recommendation at a Closed Record Public Hearing scheduled for February 9th, 2026. Notice will be issued on January 15, 2026.

4. **Historic Preservation.** HLA facilitates all Historic Preservation Commission meetings and, over the past month, provided updates to Commissioners from the Department of Archaeology and Historic Preservation (DAHP). One Commission meeting was held during this reporting period.

The meeting included a follow-up review of a Special Valuation request. In preparation, HLA contacted DAHP on multiple occasions for guidance, reviewed historical documentation, and evaluated relevant resources from MRSC, RCW, and WAC. Additional efforts included discussions with the property owner and preparation of a final recommendation to the Commission, including findings and an agreement. HLA also finalized and coordinated required materials for submittal to Kittitas County in coordination with City staff and the property owner.

During this period, the Commission also received a request for a Certificate of Appropriateness, which HLA reviewed and for which HLA prepared a draft recommendation for Commission consideration. HLA additionally responded to inquiries regarding a separate Certificate of Appropriateness for signage on a historic building; this request required coordination with Legal Counsel due to a potential conflict of interest.

5. **Council Presentations**
Prepared reports and presentations on:
 - Planning Department Reports



**CITY OF CLE ELUM PLANNING COMMISSION
2025 HIGHLIGHTS – 2026 WORK PLAN**

January 6, 2026

1. PLANNING COMMISSION BY THE NUMBERS

- a. **Number of Meetings:** 19
- b. **Public Hearings:** 1
- c. **Text Amendments:**
 - i. Advanced 15 text Amendments to completion: CEMC Chapters: 17.16; 17.20; 17.24; 17.28; 17.32; 17.34; 17.36; 17.50; 17.90 (12.18); 14.20.030; 14.30.040; 14.30.220; 14.30.240; 16.30.040, and adding a new section 17.14 – Permitted Land Uses.
 - ii. Prepared 3 text Amendments for Public Hearing, CEMC Chapters: 17.04.040 and 17.04.050; and 17.14.030.
- d. **Comprehensive Plan Amendments:**
 - i. Climate Element Work Group is underway with one Planning Commission liaison.
 - ii. **Climate Element Public Survey** was conducted and resulted in over 180 responses.
 - iii. Developed and approved a **Work Plan** and **Public Participation Plan**.
 - iv. Discussed Comp Plan Priorities and Vision.
 - v. Reviewed **Population** and **Housing Allocations**, as well as the **Land Capacity Analysis**.
 - vi. Looked at the first draft of changes to the Land Use Element.

2. 2026 WORK PLAN

- a. Text Amendments – Comp Plan *driven*:

Zoning – CEMC Title 17

Several code changes are required to maintain compliance with state standards. In many cases this will require the addition of new uses, and the modification of existing code in others.

- **New Uses**
 - Permanent supportive/transitional housing
 - Indoor emergency shelters
 - ADUs
 - Co-living arrangements
 - Affordable housing
 - Organic materials management facilities
- **Modification of code sections**
 - Zoning to accommodate housing needs by income bracket
 - Definition of “Family”
 - Parking limitations
 - Religious organizations – increasing allowances based on RCW standards

Subdivision – CEMC Title 16

The Subdivision Code primarily needs revision to existing sections, although there are a few areas where new development concepts need to be added.

- New Sections
 - Allowance of Unit Lot Subdivisions
- Modification of code sections
 - Update written findings for Subdivision approval to be consistent with state requirements

Development Code Administration – CEMC Title 14

Title 14 includes the various processing requirements for land use applications. It is mostly compliant but needs some minor update to include more specificity to required procedures.

Other Code Sections

The following additions/amendments will need to be made throughout various code sections in the CEMC:

- Stormwater regulations (Title 13) to reference the Eastern WA Stormwater Manual
- Traffic Concurrency and Transportation Demand Management (Title 10)

b. Comp Plan Update:

- i. Climate Element - *New*
- ii. Housing
- iii. Natural Systems
- iv. Capital Facilities
- v. Transportation
- vi. Parks and Recreation
- vii. Economic Development
- viii. Development Regulations (see above)
- ix. Critical Areas

Public Works Council Update

- **PSE Electric Vehicle Charging Stations:** Pending EV charging hookups.
- **1st Street Revitalization:** On hold till Spring 2026
- **Montgomery Water main replacement:** Watermain replacement completed. Project on hold till spring for asphalt restoration.
- **Sewer main Lining project:** Pending coordination from contractor
- **Public Works Transitioning to Fall Maintenance:** Crews are focused on seasonal maintenance activities. Main focus is snow removal operations.
- **Stormwater Plan:** First draft of Stormwater Plan sent to Dept. of Ecology. Working toward establishing Stormwater Utility Fund.
- **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

Council Meetings

Honorable Mayor and council,

- Kelsey left for Redmond PD
 - Sad to see her leave but wish her the best
 - I am discussing hiring options with the Mayor
- Attended an evacuation class this weekend
 - Very informative and applicable
 - Gave me a more concrete idea on how to approach evacuations in multiple types of emergencies
 - Also attended by partner agencies
- This last week we had our Flock camera cables cut
 - One still operational
 - The cameras were in place for nearly a year without issue
 - Once attention was brought to them is when it started
 - Talking to partner agencies to see if they are seeing this as well
 - Looking for ways to prevent this without causing theft or damage to our preventative measures
- Having our yearly meeting this Friday
 - This is the one time of year we are able to get every person together to talk about failures, successes, goals, etc
- Yearly stats at the next meeting

Cle Elum 4th Qtr Summary

		OCT	NOV	DEC	4th Qtr Totals
BOOKINGS					
DUI		2	2		4
Assault DV					0
Assault					0
Felony Arrests		1	1		2
Other Arrests				1	1
Juvenile Arrest					0
Warrant Arrests		1		1	2
					0
TOTAL MONTHLY BOOKINGS		4	3	2	9
TOTAL 2ND HALF BOOKINGS					17
Citations/Infractions		OCT	NOV	DEC	4th Qtr Totals
Traffic Infractions		7	6	3	16
Non-Traffic Infractions		0		1	1
Criminal Traffic Citations		1		1	2
Criminal Non- Traffic Citations		1	1	5	7
DUI Traffic Criminal Citations		2	3		5
Parking Citations					0
MONTHLY CITATION/INFRACTIONS		11	10	10	31

Monthly Report to Cle Elum City Council 4th Qtr

	Oct	Nov	Dec	4th Qtr TOTAL
Traffic Stops	56	27	39	122
DUI	2	3	0	5
Domestic Violence	1			1
Assault		1	2	3
assault - Child	1	1		2
Suicidal			2	2
Burglary	1	2	1	4
Vio of Order	1	1	2	4
Mal Misch	3	5	3	11
Theft	8	3	6	17
Alarm Calls	3	8	12	23
Public Assist, Civil Matter & Check Welfare	37	37	41	115
Overdose				0
Kidnapping				0
Homicide				0
Robbery				0
Stab/Gunshot Wound				0
Animal at Large	12	10	7	29
Animal Problems	3	2		5
Motor Vehicle Collision	4		6	
TOTAL CALLS	302	248	287	837
2024 Total Calls	298	300	352	950

Roslyn 4th Qtr Summary

	OCT	NOV	DEC	4th Qtr Totals
BOOKINGS				
DUI	0	0	0	0
Assault DV	0	0	0	0
Assault	0	0	0	0
Felony Arrests	0	0	0	0
Other Arrests	0	0	0	0
Juvenile Arrest	0	0	0	0
Warrant Arrests	0	0	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			1	0
Parking Infractions	1	1		0
MONTHLY CITATION/INFRACTIONS	1	1	1	0

Monthly Report to Roslyn City Council

4th Qtr

	Oct '25	Nov '25	Dec '25	4th Qtr TOTAL
Traffic Stops	5	4	2	11
DUI			1	1
Domestic Violence				
Assault			1	1
assault - Child				
Suicidal	1	1		2
Burglary				
Vio of Order				
Mal Misch	1			1
Theft	1	1		2
Alarm Calls	4		2	6
Public Assist		5	4	9
Overdose				
Kidnapping				
Homicide				
Robbery				
Stab/Gunshot Wound				
Animal at Large	1		1	2
Animal Problems		1		1
TOTAL CALLS	71	61	70	202
2024 Total Calls	71	87	96	254

Officer Report Council Meeting 01-13-2026

Your honorable Mayor and city council,

1. Report of calls in the month of December we had 60 calls 3 fires only one in Cle Elum paged out as structure but was only a carbon monoid alarm. First were mutual aid requests for district 7 a chimney fire with ext. 4-man crew sent 3 standbys. 2nd paged out for mutual aid smoke in residence stood by with 7 personal no response needed. 3 paged out for fire in basement 3 persons sent with engine 511. 4 people on standby.

1 mutual aid request Roslyn Fire unknown odor of smoke in residence cancelled on arrival. Sent 3-person crew E511. 6 people standby.

2. Year in review we have the command support rig in full operation. We got two brush trucks from DNR, they are fully stocked and a front monitor has been added to B511. The other is being updated with a new pump that we were able to get through a DNR grant. We were awarded approx. 70,000 from DNR and purchased new packs, boots and clothing for our wildland fire fighters. We purchased some radios and were able to put some of the other funds into finishing the command rig.

Calls for 2025 we had 660 calls verses 582 calls in 2024. Reports generated.

I added last two months of data. Putting in over 14 hrs. this weekend of own time. To bring you end-of-year reports.

Facts of calls we had 18 more fires overall in 2025 from 2024 at 6.97%

20 of the fires were additional wildland fires in 2025 than 2024

We had 24 additional medical calls in 2025 compared to 2024 at 65.02%

We received aid 38 times in 2025, increasing from 26 in 2024.

We gave aid 99 times in 2025, increasing from 66 in 2024

I have additional records if any of the council wishes to see more in-depth studies of calls and volumes.

3. Any questions for me currently

Cle Elum Fire Department

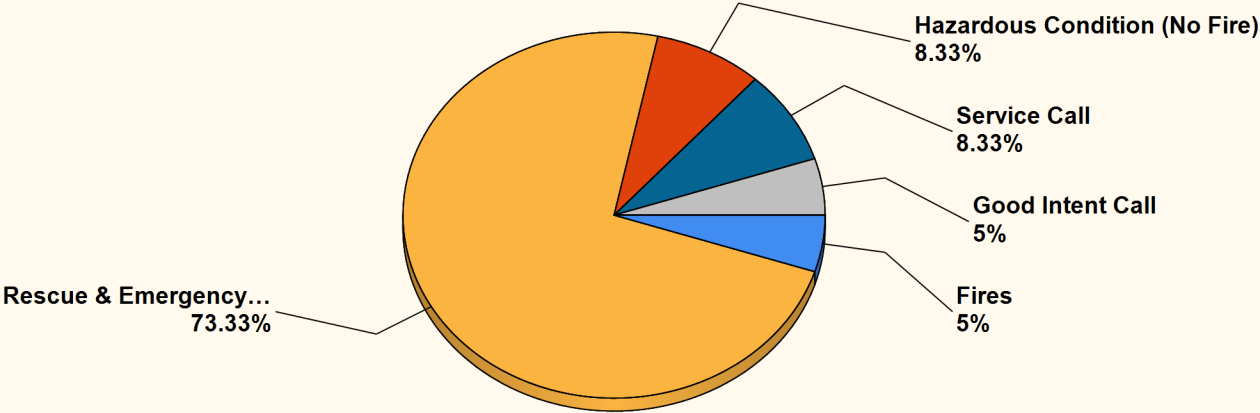
Cle Elum, WA

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 12/01/2025 | End Date: 12/31/2025



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	5%
Rescue & Emergency Medical Service	44	73.33%
Hazardous Condition (No Fire)	5	8.33%
Service Call	5	8.33%
Good Intent Call	3	5%
TOTAL	60	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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REPORTING**

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Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	3	5%
321 - EMS call, excluding vehicle accident with injury	41	68.33%
322 - Motor vehicle accident with injuries	1	1.67%
370 - Electrical rescue, other	1	1.67%
381 - Rescue or EMS standby	1	1.67%
410 - Combustible/flammable gas/liquid condition, other	1	1.67%
412 - Gas leak (natural gas or LPG)	1	1.67%
413 - Oil or other combustible liquid spill	1	1.67%
442 - Overheated motor	1	1.67%
444 - Power line down	1	1.67%
500 - Service Call, other	3	5%
550 - Public service assistance, other	2	3.33%
611 - Dispatched & cancelled en route	3	5%
TOTAL INCIDENTS:	60	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.



Cle Elum Fire Department

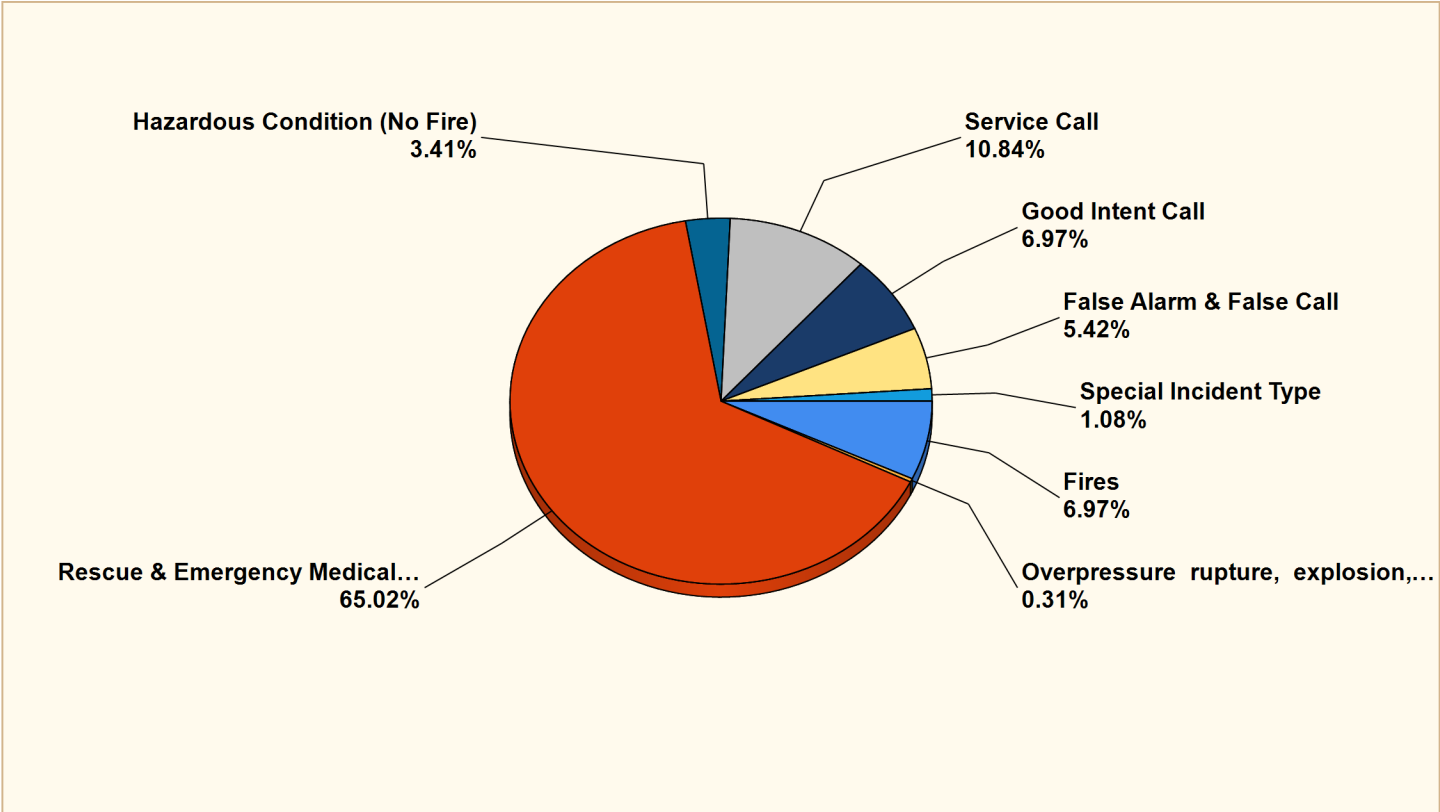
Cle Elum, WA

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2025 | End Date: 12/31/2025



MAJOR INCIDENT TYPE	2024	# INCIDENTS	% of TOTAL
Fires	27	45 +18	6.97%
Overpressure rupture, explosion, overheating - no fire	1	2	0.31%
Rescue & Emergency Medical Service	396	420 +24	65.02%
Hazardous Condition (No Fire)	20	22	3.41%
Service Call	40	70	10.84%
Good Intent Call	49	45	6.97%
False Alarm & False Call	40	35	5.42%
Special Incident Type	09	7	1.08%
2024 total	582	TOTAL 646 +64	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.



Detailed Breakdown by Incident Type

INCIDENT TYPE	2024	# INCIDENTS	% of TOTAL
111 - Building fire	7	8	1.24%
112 - Fires in structure other than in a building	1	1	0.15%
113 - Cooking fire, confined to container	2	1	0.15%
114 - Chimney or flue fire, confined to chimney or flue	3	2	0.31%
118 - Trash or rubbish fire, contained	1	4	0.62%
122 - Fire in motor home, camper, recreational vehicle		2	0.31%
131 - Passenger vehicle fire		1	0.15%
132 - Road freight or transport vehicle fire	vehical types 7	1 4	0.15%
140 - Natural vegetation fire, other		1	0.15%
141 - Forest, woods or wildland fire		6	0.93%
142 - Brush or brush-and-grass mixture fire		14	2.17%
143 - Grass fire	wildland responses total 4	3 24	0.46%
161 - Outside storage fire	2	1	0.15%
200 - Overpressure rupture, explosion, overheat other		1	0.15%
251 - Excessive heat, scorch burns with no ignition	1	1	0.15%
311 - Medical assist, assist EMS crew	44	66	10.22%
320 - Emergency medical service, other	4	4	0.62%
321 - EMS call, excluding vehicle accident with injury	317	332	51.39%
322 - Motor vehicle accident with injuries	16	10	1.55%
324 - Motor vehicle accident with no injuries.	10	3	0.46%
352 - Extrication of victim(s) from vehicle	1	2	0.31%
370 - Electrical rescue, other		1	0.15%
381 - Rescue or EMS standby		2	0.31%
410 - Combustible/flammable gas/liquid condition, other		2	0.31%
411 - Gasoline or other flammable liquid spill		2	0.31%
412 - Gas leak (natural gas or LPG)		6	0.93%
413 - Oil or other combustible liquid spill		2	0.31%
424 - Carbon monoxide incident		2	0.31%
440 - Electrical wiring/equipment problem, other		1	0.15%
442 - Overheated motor		2	0.31%
444 - Power line down		4	0.62%
445 - Arcing, shorted electrical equipment		1	0.15%
500 - Service Call, other		8	1.24%
510 - Person in distress, other		14	2.17%
511 - Lock-out		2	0.31%
531 - Smoke or odor removal		1	0.15%
550 - Public service assistance, other		30	4.64%
551 - Assist police or other governmental agency		2	0.31%
553 - Public service		6	0.93%
561 - Unauthorized burning		4	0.62%
571 - Cover assignment, standby, moveup		3	0.46%
600 - Good intent call, other		5	0.77%
611 - Dispatched & cancelled en route		24	3.72%
622 - No incident found on arrival at dispatch address		1	0.15%
631 - Authorized controlled burning		5	0.77%
650 - Steam, other gas mistaken for smoke, other		1	0.15%
651 - Smoke scare, odor of smoke		6	0.93%
652 - Steam, vapor, fog or dust thought to be smoke		2	0.31%
653 - Smoke from barbecue, tar kettle		1	0.15%
700 - False alarm or false call, other		8	1.24%
710 - Malicious, mischievous false call, other		1	0.15%
711 - Municipal alarm system, malicious false alarm		1	0.15%
731 - Sprinkler activation due to malfunction		1	0.15%
733 - Smoke detector activation due to malfunction		9	1.39%
735 - Alarm system sounded due to malfunction		2	0.31%

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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Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
736 - CO detector activation due to malfunction	1	0.15%
740 - Unintentional transmission of alarm, other	2	0.31%
743 - Smoke detector activation, no fire - unintentional	4	0.62%
745 - Alarm system activation, no fire - unintentional	5	0.77%
746 - Carbon monoxide detector activation, no CO	1	0.15%
900 - Special type of incident, other	3	0.46%
911 - Citizen complaint	4	0.62%
2024 582	TOTAL INCIDENTS:	
	646 +64	100%

18 additional fire call in 2025
 20 of additioal fires were of wildland fire calls
 24 additional EMS
 30 additional service calls.

2024 aid received was 26 times
 2025 aid received was 38 times

2024 aid given 66 times
 2025 aid given 99 times

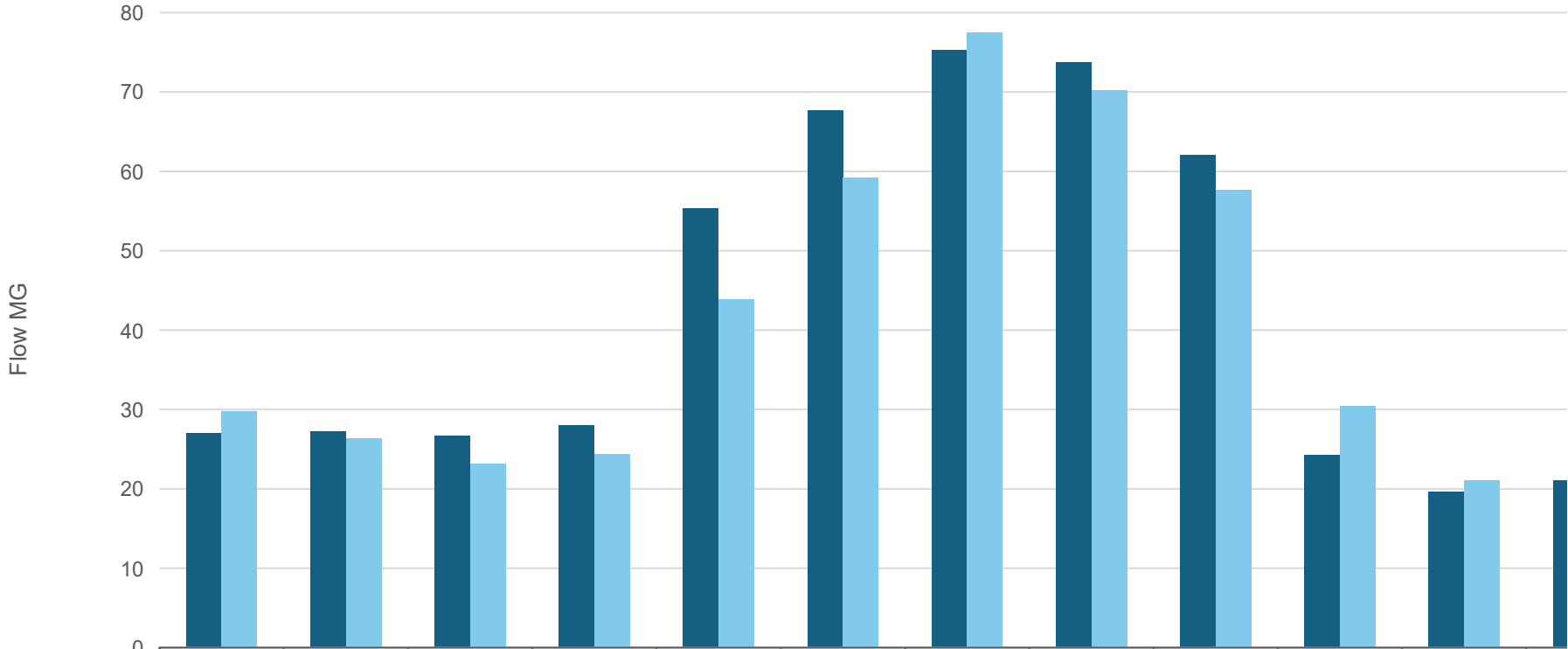
Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



January 13 Council Meeting

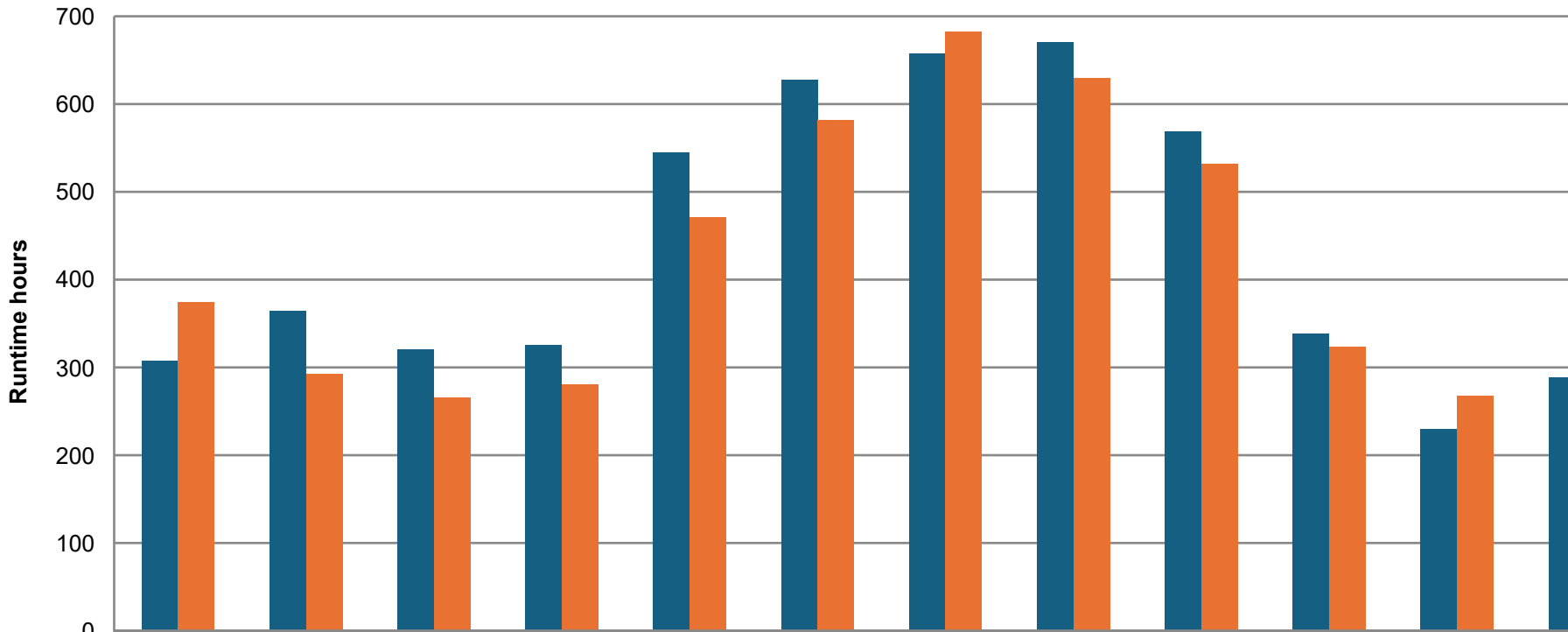
- Good evening, Honorable Mayor and Council Members.
- My graphs are included in your packet; I'm happy to answer any questions.
- Both plants are operating efficiently, and flows have stabilized following December's flooding.
- December storm statistics:
 - Rainfall: 10.34 inches total
 - 3.01 inches peak day
 - Total flow: 74.9 MG
 - Peak day: 5.6 MG
- Despite extremely challenging conditions, staff maintained 95% removal rates for Biological Oxygen Demand and Total Suspended Solids throughout the event and month.
- I extend my appreciation to Bill Neuman, Austin Simmons, and Daniel Alcaraz for their exceptional efforts in ensuring permit compliance during the many long days of this unprecedented flooding event.

Water Plant Production

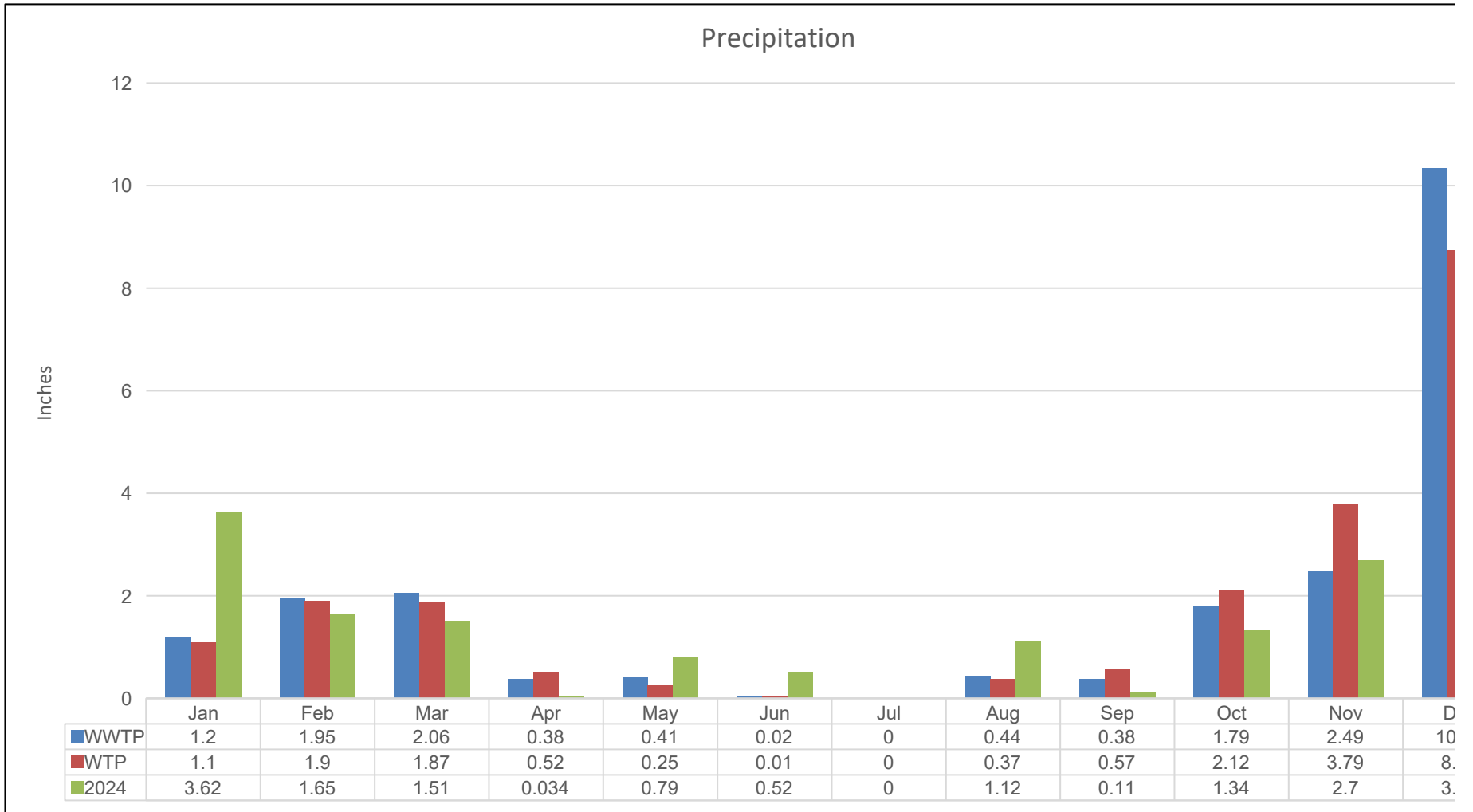


Flow 2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	2
Flow 2024	27.051	27.246	26.714	27.978	55.312	67.673	75.309	73.784	62.056	24.289	19.622	2
	29.751	26.382	23.183	24.384	43.921	59.232	77.485	70.231	57.715	30.393	21.11	2

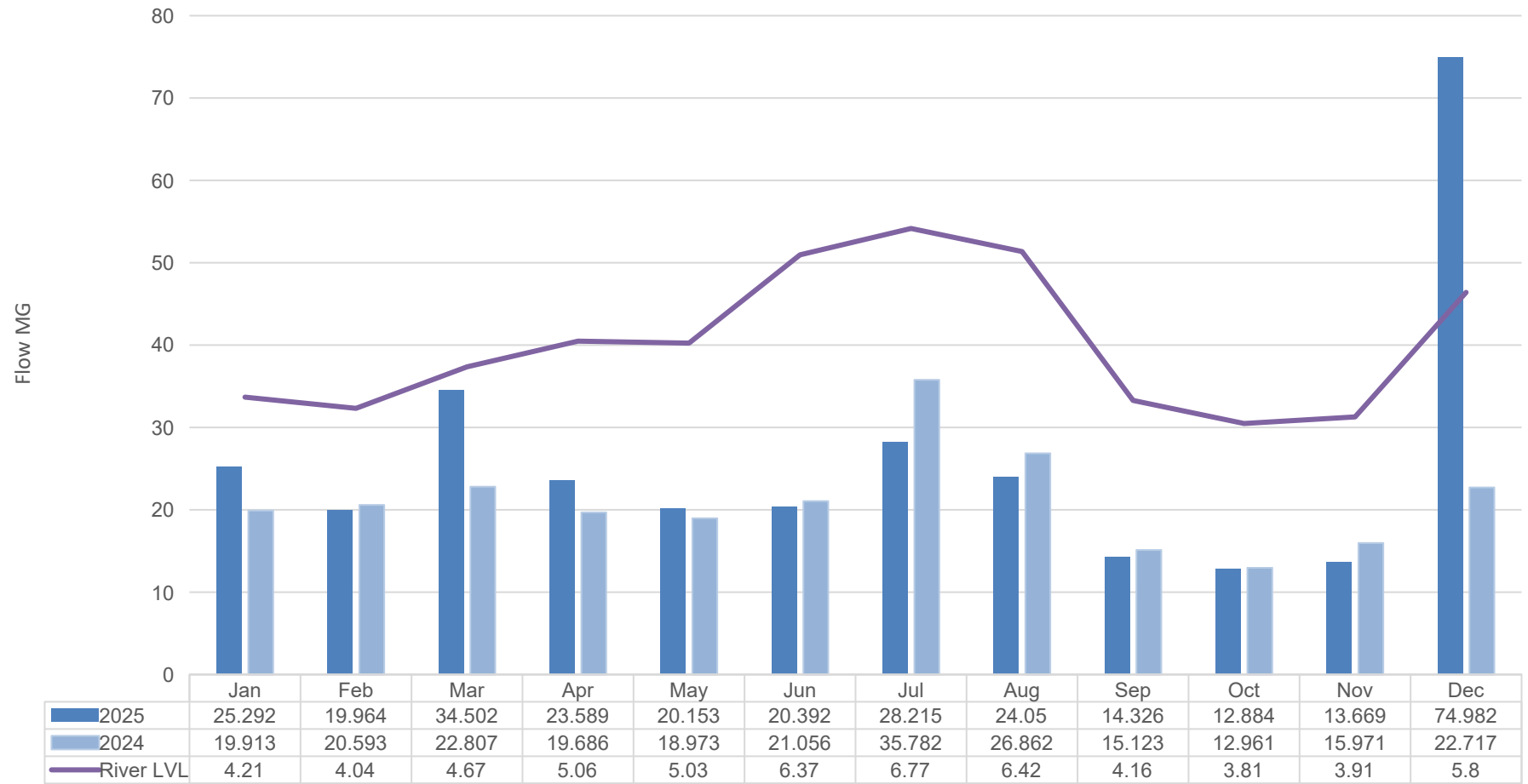
Water Plant Run Time

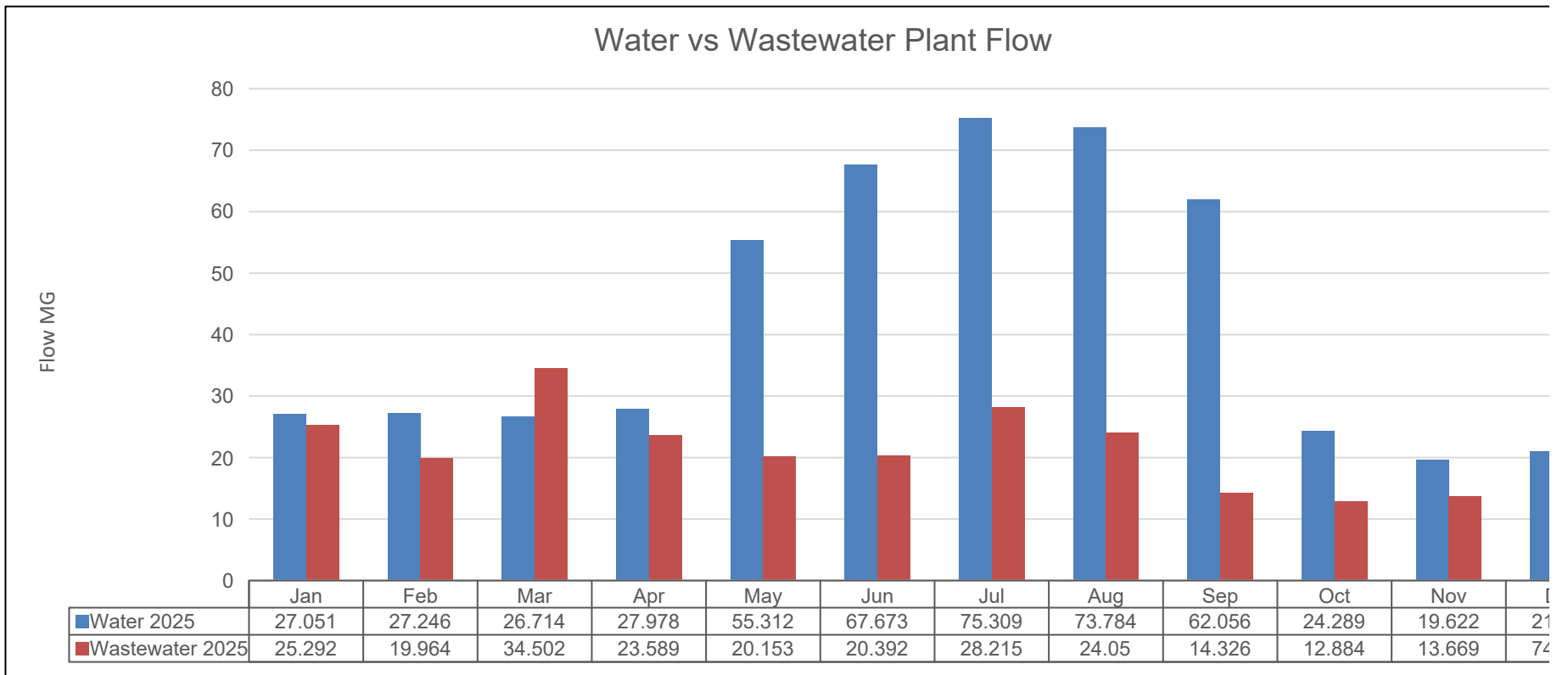


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	
2025	308	364	320.7	326	545.2	628	658	671	569	339	230	:
2024	374	293	266	281	471	582	683	630	532	324	268	:

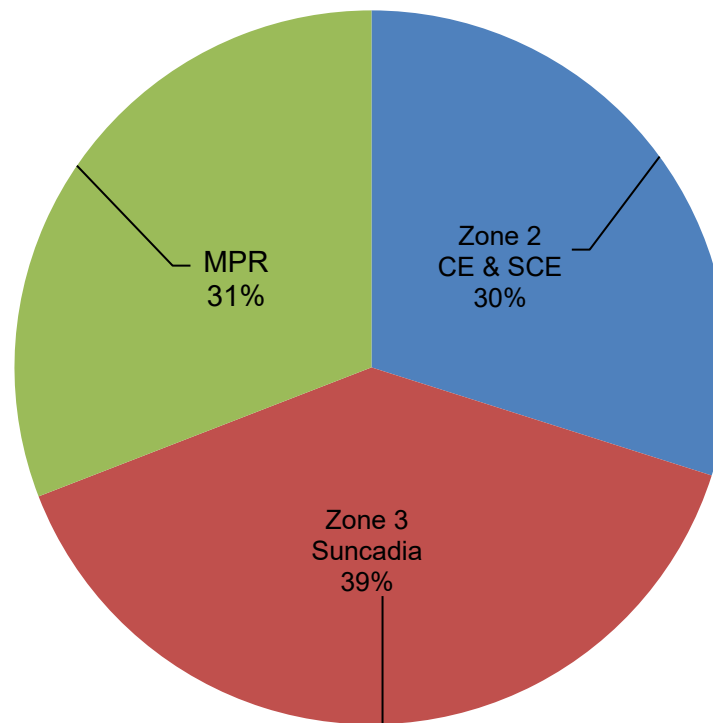


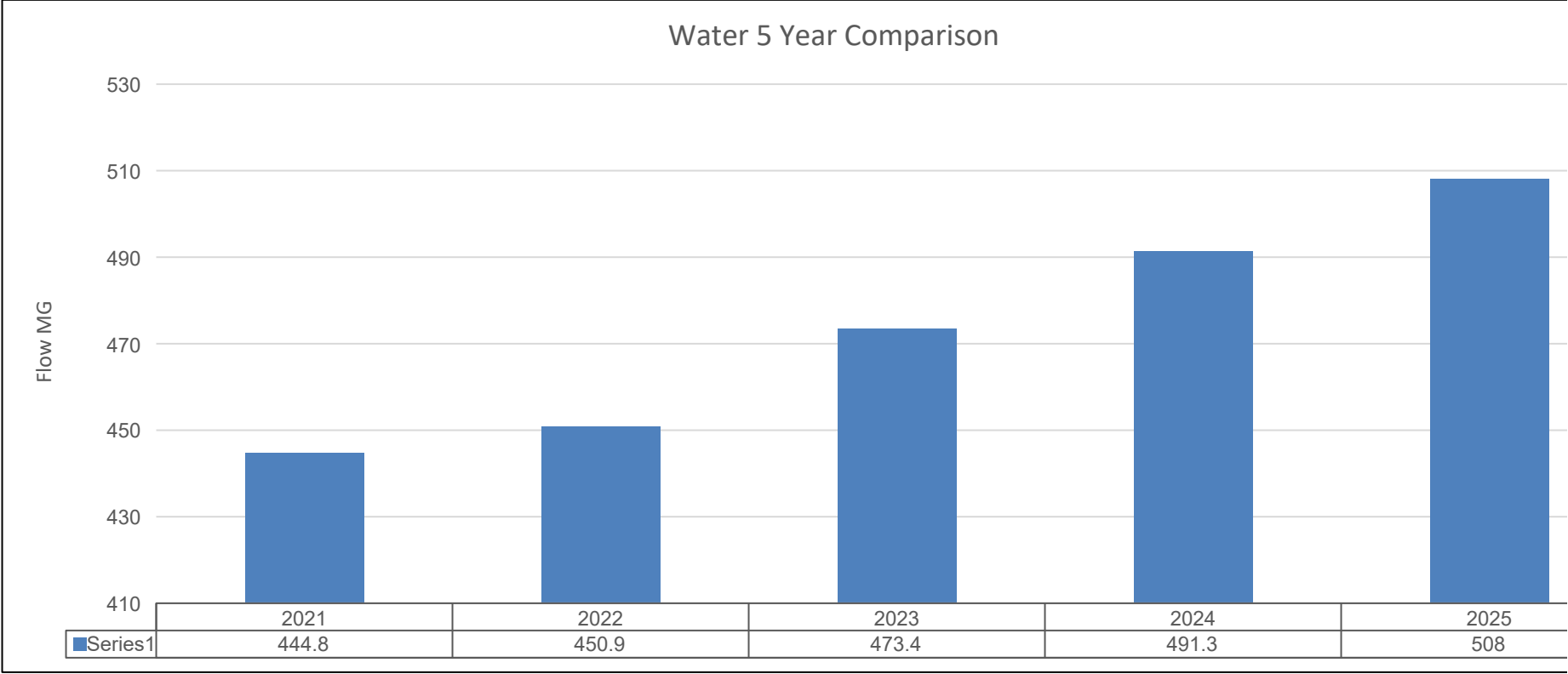
Wastewater Influent Flows and River Level





Percent of Flow - October

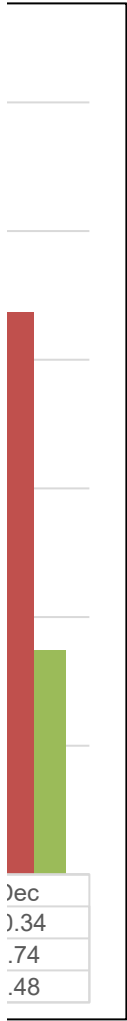
















- Zone 2
- Zone 3
- MPR

[illegible]

ORDINANCE NO. 1719

AN ORDINANCE OF THE CITY OF CLE ELUM, WASHINGTON, ADDING A NEW CHAPTER 8.70 PROHIBITION OF SALE AND DISTRIBUTION OF KRATOM TO THE CLE ELUM MUNICIPAL CODE; PROVIDING FOR SEVERABILITY AND CORRECTIONS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Article XI, Section 11 of the Washington State Constitution grants cities broad police powers to make and enforce within their limits regulations which are not in conflict with general laws and which include measures necessary to protect the public health, safety, and welfare; and

WHEREAS, RCW 35A.11.020 further authorizes code cities to exercise all powers possible for a city to have under the Constitution of this state, including adoption of regulations to protect public health, safety, and welfare; and

WHEREAS, the City of Cle Elum is committed to protecting the public health, safety, and welfare of its residents, particularly youth and vulnerable populations; and

WHEREAS, “kratom” refers to the plant *Mitragyna speciosa* and its leaves, or any derivative that contains any part of the leaf of the plant, or any extract, synthetic alkaloid, or synthetically derived compounds of such plant or its leaf containing mitragynine or 7-hydroxymitragynine (“7-OH”), including, but not limited to, any powder, capsule, pill, beverage, or other product intended for human consumption; and

WHEREAS, federal health authorities have identified kratom and its derivative 7-hydroxymitragynine (7-OH) as substances of concern, with the U.S. Drug Enforcement Administration noting that kratom consumption can cause stimulant and sedative effects, psychotic symptoms, dependence, addiction, and other serious adverse health effects, and the U.S. Food and Drug Administration determining that 7-OH has significant abuse potential consistent with opioid pharmacology, poses associated harms, may appeal to children and teenagers, and warrants regulation through scheduling under the Controlled Substances Act; and

WHEREAS, the FDA has not approved any prescription or over-the-counter drug products containing kratom or its two main chemical components, mitragynine and 7-OH; and

WHEREAS, kratom is not federally regulated in the United States and is not subject to government-mandated safety checks, resulting in a lack of oversight and accepted safety standards for use, regulation of ingredients, purity levels, and dosage; and

WHEREAS, the State of Washington has not enacted any laws or regulations governing the use of kratom; and

WHEREAS, the City Council held a public hearing on November 25, 2025, and heard public testimony regarding the emergency moratorium on the sale and distribution of kratom within City limits; and

WHEREAS, the City Council finds that the sale and distribution of kratom in the City causes harm to the public health, safety, and welfare and that it is in the best interest of the City to permanently prohibit the sale and distribution of kratom within the City limits.

NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF CLE ELUM, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Recitals. The City Council adopts and incorporates herein the recitals above as findings and determinations in support of this ordinance.

Section 2. New Chapter Added to EMC. A new Chapter 8.70 is hereby added to the Cle Elum Municipal Code to read as follows:

CHAPTER 8.70 - PROHIBITION OF THE SALE AND DISTRIBUTION OF KRATOM

Sections:

8.70.010 Definitions.

8.70.020 Sale and Distribution of Kratom Prohibited.

8.70.030 Violation – Penalty.

8.70.010. Definitions.

For the purposes of this chapter, the following words and phrases shall have the meanings set forth in this section:

“Distribute” means to furnish, give away, exchange, transfer, deliver, or supply, whether or not for monetary gain.

“Kratom” or “kratom product” means the plant *Mitragyna speciosa* and its leaves, or any derivative that contains any part of the leaf of the plant, or any extract, synthetic alkaloid, or synthetically derived compounds of such plant or its leaf containing mitragynine or 7-hydroxymitragynine (“7-OH”), including, but not limited to, any powder, capsule, pill, beverage, or other product intended for human consumption.

“Sell” or “sale” means to furnish, exchange, transfer, deliver, or supply for monetary gain.

8.70.020 Sale and Distribution of Kratom Prohibited.

It is unlawful to sell, advertise for sale, offer for sale, or distribute, directly or indirectly, any kratom product in the City of Cle Elum.

8.70.030 Violation – Penalty.

Individuals and businesses engaging in the sale or distribution of kratom will be issued a civil fine in the amount of \$250 for the initial violation and \$1,000 for each subsequent violation. Every sale or distribution of kratom is considered an independent violation subject to fine.

Section 3. Severability. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, or phrase of this ordinance.

Section 4. Corrections. Upon approval of the City Attorney, the City Clerk, and Code Publishing Company, codifier of the ordinance is authorized to make any necessary technical corrections to this ordinance, including, but not limited to, correction of scrivener and clerical errors, references, ordinance numbering, section/subsection numbers, and any references thereto.

Section 5. Effective Date. This ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after publication.

PASSED by the City Council of the City of Cle Elum, Washington, at a regular meeting thereof this 13th day of January 2026.

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

CITY OF CLE ELUM
City Administration

**AGENDA STAFF
REPORT**

AGENDA DATE: January 13, 2026

ACTION REQUESTED: Approve Ordinance No. 1719 adding a new Chapter 8.70 – Prohibition of Sale and Distribution of Kratom to the Cle Elum Municipal Code.

BACKGROUND: On October 14, 2025, the City of Cle Elum City Council unanimously passed emergency Ordinance 1709 prohibiting the sale or distribution of kratom in the City of Cle Elum. A public hearing on the moratorium was held on November 25, 2025, and public testimony was heard. Following the public hearing, Council directed staff to return with an ordinance prohibiting the sale and distribution of kratom within City limits.

Kratom is a plant-derived substance that is currently unregulated under federal and state law, and the moratorium was passed in response to growing public health and safety concerns. The City has authority to adopt regulations necessary to protect public health, safety, and welfare and the City is committed to using this authority to safeguard residents, including youth and vulnerable populations, from unregulated products that pose immediate health risks.

Kratom refers to the leaves of the *Mitragyna speciosa* plant and any products containing its natural or synthetic compounds, mitragynine and 7-OH. Kratom is sold in a wide range of consumable products, including powders, pills, capsules, beverages, and extracts. Kratom products are sold in various retail settings and are often marketed as natural or safe despite the absence of regulatory oversight.

Federal agencies have identified significant concerns about the use of kratom. The U.S. Drug Enforcement Agency (DEA) identified kratom as a “Drug and Chemical of Concern” due to its potential to produce stimulant or sedative effects and its association to addiction, dependency, hallucinations, confusion, psychosis, and other significant adverse impacts. The U.S. Food and Drug Administration (FDA) has similarly warned that 7-OH, one of kratom’s primary chemical components, carries the potential for abuse that is consistent with opioid abuse and may pose heightened risks to youth. As a result, the FDA has not

approved any kratom-based products or medications for prescription or over-the-counter use.

Because kratom is not federally regulated and the State of Washington has not adopted any safety standards or oversight mechanisms, kratom products currently sold in retail settings may vary widely in purity, dosage, and composition. This lack of regulation creates a public health concern, particularly for young people and vulnerable populations who may be exposed to products with unknown potency or contaminants, increasing the risks of adverse effects or potential for abuse and addiction.

The continued sale and distribution of kratom products without appropriate regulatory controls poses a threat to public health and safety. This ordinance will implement a permanent prohibition on the sale, advertisement for sale, and distribution of kratom products within City limits.

RECOMMENDATION: Approve Ordinance 1719 adding a new Chapter 8.70 to the Cle Elum Municipal Code and implementing a permanent prohibition on the sale and distribution of kratom within City limits.

ATTACHMENTS: Ordinance No. 1719

LEAD STAFF: Curtis Chambers

CITY OF CLE ELUM
City Administration

**AGENDA STAFF
REPORT**

AGENDA DATE: January 13, 2026

ACTION REQUESTED: Approve Ordinance No. 1720 terminating the emergency moratorium on the sale and distribution of Kratom within the city limits.

BACKGROUND: See ordinance.

RECOMMENDATION: Authorize the Mayor to sign Ordinance No. 1720

ATTACHMENTS: Ordinance No. 1720

LEAD STAFF: Curtis Chambers

ORDINANCE NO. 1720

AN ORDINANCE OF THE CITY OF CLE ELUM, WASHINGTON, TERMINATING EMERGENCY MORATORIUM ON THE SALE AND DISTRIBUTION OF KRATOM WITHIN CITY LIMITS; REPEALING ORDINANCE 1709; PROVIDING FOR SEVERABILITY AND CORRECTIONS; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, on October 14, 2025, the City of Cle Elum adopted Ordinance 1709, establishing an immediate emergency moratorium on the sale and distribution of kratom within City limits; and

WHEREAS, the City Council held a public hearings on November 25, 2025, and received evidence and testimony regarding imposition of the moratorium; and

WHEREAS, on January 13, 2026, the City Council adopted Ordinance 1719 adding a new Chapter 8.70 to the Cle Elum Municipal Code and adopting a permanent prohibition on the sale and distribution of kratom within City limits; and

WHEREAS, the Council deems it appropriate that the City terminates the emergency moratorium related to the sale and distribution of kratom within City limits;

NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF CLE ELUM, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Termination of Moratorium. The City hereby terminates the emergency moratorium relating to the sale and distribution of kratom within City limits.

Section 2. The City Council hereby repeals Ordinance 1709, adopted on October 14, 2025.

Section 3. Severability. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, or phrase of this ordinance.

Section 4. Corrections. Upon approval of the City Attorney, the City Clerk, and Code Publishing Company, codifier of the ordinance is authorized to make any necessary technical corrections to this ordinance, including, but not limited to, correction of scrivener and clerical errors, references, ordinance numbering, section/subsection numbers, and any references thereto.

Section 5. Effective Date. This Ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after publication.

PASSED by the City Council of the City of Cle Elum, Washington, at a regular meeting thereof this 13th day of January 2026.

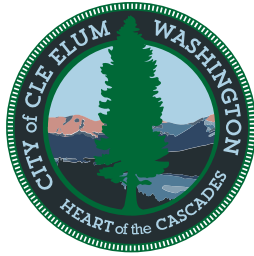
Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney



City of Cle Elum 2026 Legislative Priorities

Fire Prevention and Mitigation

Cle Elum is among the communities most at risk of catastrophic wildfire in Washington State. The city will work with legislative partners to support efforts to increase funding for fuels reduction and fire hazard mitigation. We will seek to ensure some of this funding is directed into areas surrounding the community.

Workforce Housing

Like many communities with tourism-based economies across our state, Cle Elum struggles with available, affordable housing for our workforce. We look forward to working with those in Olympia, as well as our city partners through the Association of Washington Cities (AWC) to explore additional resources and programs that could assist with this issue.

These could include:

- Expanding the allowable uses or adding additional capacity to Lodging Tax to include workforce housing. Additionally, increasing the flexibility of these funds to serve residents up to 120% of the area median income (AMI).
- Changing the current law to allow for additional taxes or fees to be assessed on homes purchased as non-primary residences. This could be at the time of sale and/or on their annual property tax rate and used by the city for the purposes of workforce housing serving residents up to 120% of the area median income (AMI).

Regulating the Sale and Distribution of Kratom Products

The Cle Elum City Council has expressed deep concern, as evidenced by enacting a local ban, on the sale and distribution of Kratom products within the city limits. We urge the legislature to take action on a statewide level to at minimum, enact age restrictions on its sale and distribution, but we strongly urge joining us in banning its sale and distribution altogether for the health, safety, and welfare of all Washington state residents.

City of Cle Elum Capital Requests

- The city will submit a capital budget request to support our 14% match for the 1st & Pine intersection improvements as laid out in the Bullfrog Flats Project Development Agreement.
- With the cooperation and agreement of our regional utility partners, we will submit a capital budget request to replace the improperly bedded water transmission line serving Zone 3 of our water system. This transmission line has already suffered two major breaks and is a critical distribution point to the western portion of our water system.

Support the Legislative Priorities of the Association of Washington Cities

The Association of Washington Cities (AWC) has set four umbrella priorities for its government affairs team to focus on during the 2026 legislative session. As a member of the association, it's important to adopt these priorities into ours:

- **Indigent defense:** Increase state support and funding for indigent defense services to meet existing needs as well as the new lower caseload mandates ordered by the Washington Supreme Court. Enhance state support for increasing the indigent defense workforce with incentives and programs to encourage more public defenders.
- **Transportation:** Increase sustainable revenue that supports local transportation preservation, maintenance, and operations and includes direct distributions to cities and towns. Continue to support efforts to improve traffic safety. Explore revenue tools such as a highway usage fee, a retail delivery fee, expanded transportation benefit district (TBD) authority, or a “sidewalk utility.”
- **Housing supply:** Provide time to implement recent state housing legislation. Increase housing investments to meet needs across the housing continuum, including construction and preservation of affordable housing, home ownership, and senior housing. Support tools to better coordinate urban growth area (UGA) development and funding options such as a local option real estate excise tax, short-term rental tax, and expanded use of lodging taxes for housing.
- **Shared revenues:** Continue the historical revenue-sharing partnership between the state and its cities and towns, which provides stability and continuity for local budgets. Preservation of these resources, such as liquor revenues and criminal justice assistance funds, are indispensable to local fiscal sustainability and predictability.