

**CLE ELUM PUBLIC WORKS & COMMUNITY DEVELOPMENT
COMMITTEE**

MINUTES

APRIL 7, 2026

1:00 PM

**119 W FIRST STREET
CLE ELUM, WA 98922**

1. Call to Order and Pledge of Allegiance

Committee Members Present:

Ken Ratliff
Jon Cornelius
Steven Cook

Staff Present:

Rob Omans - City Administrator
Debbie Lee - City Clerk
Shannon Johnson - Planning Director
Mathew Bailey - Public Works Director

2. Unfinished Business

a. Upper Kittitas County Youth Baseball and Softball (UKCYB) Further Discussion —
(UPDATE)

Rob Omans, City Administrator, informed the committee that he has received an update from the city attorney regarding revisions to the insurance language. The updated documentation is nearly ready for submission to the council for consideration. Omans will email the changes to the committee for review. If the committee approves the revisions, the documentation can proceed to the council for consideration.

b. Cemetery Rates — Discussion

Mathew Bailey, Public Works Director, provided a breakdown of cemetery open and close costs. Current rates are set at \$1,375 for a full space open and close; however, the actual cost to the city is \$1,925.50, excluding overtime. This indicates a potential revenue loss for the cemetery.

The average time for a full burial by the Public Works crew is 25 working hours. Costs for preparation do not include the endowment fee. There has been a 5% increase in recent years, which suggests the need to adjust the endowment fee.

The discussion proposed amending the code to state that the endowment fee increases

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annually.

This matter will be brought back to the committee for further review.

c. [Stormwater Rate Discussion](#)

The funding model established under option 6B with a graduated rate is the recommended approach. This will be forwarded to HLA for the development of code language.

Committee Member Ratliff has expressed concerns regarding the timing.

3. **New Business**

a. [Cle Elum Public Works & Community Development Committee — Meeting Minutes — March 4, 2026](#)

The word annual should be monthly on page 2 of 3. This was corrected.

MOTION: Committee Member Cornelius made a motion to approve the minutes as amended; seconded by Committee Member Cook.

MOTION CARRIED: 3 yes 0 no.

b. [Cle Elum Public Works & Community Development Committee — Study Session Minutes — March 20, 2026](#)

MOTION: Committee Member Cornelius made a motion to approve the March 20, 2026, meeting minutes; seconded by Committee Member Ratliff.

MOTION CARRIED: 3 yes 0 no.

c. [Municipal Code — Petition for and Relief from Utility Bill](#)

The City of Cle Elum's current municipal code concerning water meter technology should be reviewed in light of recent advancements that facilitate instant notification of meter readings. Recommendations include establishing a clear description of where the meter is located, and where the leak is located for issuing relief.

Further discussion on these topics will occur at the next meeting, with potential revisions to the code to be considered.

It may also be advisable to differentiate between commercial and residential rate structures in the code revisions.

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d. **Municipal Code — Snow Removal**

Committee Member Cook expressed interest in understanding the capacity of the Public Works (PW) Department to improve this situation of snow removal and sidewalks.

Currently, the city hires a seasonal worker for snow removal on downtown core sidewalks. Once the new sidewalks are fully cured, maintenance responsibility would be transferred back to property owners. The Public Works Department is currently at full capacity with snow removal efforts.

Rob Omans, City Administrator, added that once the Second Street Pathway was complete, he suggested a quick snow removal sweep for that area, acknowledging that the city clears Progress Path currently. According to the municipal code, adjacent landowners are responsible for snow removal. However, traditionally this has only been enforced on a complaint basis.


Committee discussions proposed that periodic emphasis on code enforcement may provide value. It was suggested to consider sending out a friendly reminder regarding the winter snow removal code.

4. **Other Committee Comments**

Concerns have been raised regarding the future construction at Bullfrog Flats and its potential impact on events at the Horse Park. Specific issues include noise generated during construction activities, which may occur Monday through Saturday. It is essential to examine the enforcement of applicable codes to address potential overlaps between construction noise and scheduled events at the Horse Park.

5. **Adjournment**

The meeting was adjourned at 1:54 p.m.



Steven Cook, Chair

Debbie Lee, Clerk