

CITY ADMINISTRATOR
ROBERT OMANS

ASSISTANT CITY
ADMINISTRATOR
ERICA KRUM

CITY CLERK
DEBBIE LEE

FINANCE DIRECTOR
ROBIN NEWCOMB

PUBLIC WORKS DIRECTOR
MATHEW BAILEY

POLICE CHIEF
RICH ALBO

FIRE CHIEF
ED MILLS

PLANNING DIRECTOR
SHANNON JOHNSON

**City Council
Agenda
May 12, 2026
6:00 PM**



119 W FIRST STREET
CLE ELUM, WA 98922

MAYOR
MATTHEW LUNDH

DEPUTY MAYOR
CASSIDY BUECHLE - CURTIS

CITY COUNCIL
CASSIDY BUECHLE - CURTIS
BETH WILLIAMS
JON CORNELIUS
KEN RATLIFF
STEVEN COOK
AUDREY MALEK
STEVEN HARPER

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**
2. **Public Comment – Limited to 5 Minutes per Speaker**
3. **Announcements, Appointments, Awards, and Recognition**
 - a. Appoint Tiffany Voelzke-Yao to the Library Board of Trustees
 - b. Proclamation — Peace Officers Memorial Day
 - c. Proclamation — Public Works Week

4. **Approval of Meeting Agenda**

5. **Consent Agenda**

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

- a. Council Meeting Minutes — April 28, 2026
- b. Special Meeting Minutes — April 14, 2026
- c. Payables — May 12, 2026 — \$309,340.26
- d. Payroll Vouchers — May 5, 2026 — \$401,005.14

6. **Department Head Reports**

City Council Agenda

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- a. Rob Omans — City Administrator
 - b. Shannon Johnson — Planning Director
 - c. Mathew Bailey — Public Works Director
 - d. Rich Albo — Police Chief
 - e. Ed Mills — Fire Chief
 - f. William LaRue — Utilities Operations Manager
7. **Public Appearances – 15-Minute Limit**
8. **Business Requiring Public Hearings**
- a. Public Hearing: Right-of-Way Vacation, Habitat for Humanity — Colleda Monick — Planning Consultant
9. **Unfinished Business**
- a. Resolution 2026-015 — Safety Action Plan — Colleda Monick — Planning Consultant
 - b. Resolution 2026-018 — Ratifying purchases from Intermountain/Radio Shack and Timesaver PC
10. **New Business**
- a. Ordinance 1728 — Atlas Networks Franchise agreement (First Reading) — Colleda Monick — Planning Consultant
 - b. Growth Management Act — Colleda Monick — Planning Consultant
 - c. Resolution 2026-017 — General Fund Balance Policy
 - d. Booster Pump Improvements — Mathew Bailey — Public Works Director
 - e. Alleyway Sewer Main Improvements — Mathew Bailey — Public Works Director
11. **Report of Committees**
- a. Public Works & Community Development
 - b. Public Safety & Health
 - c. Lodging Tax & Events
 - d. General Government
12. **Councilmember Comments - Limited to 5 Minutes**
13. **Mayor's Report**
14. **Adjournment**

Upcoming Meetings:

Lodging Tax & Events Committee Meeting — May 13, 2026, at 8:30 a.m.
Public Safety & Health Committee Meeting — May 14, 2026, at 9:00 a.m.
Historical Preservation Commission Meeting — May 19, 2026, at 3:00 p.m.
Planning Commission Meeting — May 19, 2026, at 6:00 p.m.
Civil Service Commission Meeting — May 20, 2026, at 5:15 p.m.

City Council Agenda May 12, 2026

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Regular Council Meeting — May 26, 2026, at 6:00 p.m.

General Government Committee Meeting — May 27, 2026, at 8:30 a.m.

Coal Mines Trail Commission Meeting — June 1, 2026, at 4:00 p.m.

Public Works & Community Development Committee Meeting — June 2, 2026, at 1:00 p.m.



Board/Commission Application

Your Personal Information

NAME

Tiffany Voelzke-Yao

EMAIL ADDRESS

voelzke@gmail.com

ADDRESS

71 Snowberry Loop
Cle Elum, Washington 98922
United States

PHONE NUMBER

(206) 234-7378

NUMBER OF YEARS RESIDING IN CLE ELUM

3

Board or Commission You're Applying For

BOARD OR COMMISSION YOU'RE APPLYING FOR

Library Board of Trustees

IF YOUR FIRST CHOICE ISN'T AVAILABLE, ARE YOU INTERESTED IN SERVING ON ANOTHER BOARD OR COMMISSION?

No

Character References

LOCAL REFERENCES

Name	Phone	Email
Diane Chattin	+1 (425) 681-1565	d.chattin@icloud.com
Angela Crawford	+1 (206) 356-3276	abrunhaver@hotmail.com

More About You

WHY ARE YOU INTERESTED IN SERVING ON A CITY OF CLE ELUM BOARD OR COMMISSION?

Overall, I enjoy sharing my time and talents with the community in which I live. I have a lifelong passion for education so the library board seems like a great fit. My special interest is teaching children to read and helping them discover the joy of reading.

PERSONAL QUALIFICATIONS AND/OR WORK EXPERIENCE

I hold a Masters in Teaching degree with experience teaching in both public and private elementary schools.

I currently homeschool my two children and have strong ties to the homeschool community in the area.

COMMUNITY INVOLVEMENT (INCLUDING PREVIOUS CITY BOARD/COMMISSION SERVICE)

Current Board Member for Catholic Schoolhouse, Seattle.

ARE YOU ABLE TO REGULARLY ATTEND MEETINGS?

Yes

WOULD YOUR APPOINTMENT CREATE A CONFLICT OF INTEREST OR AN APPEARANCE OF A CONFLICT OF INTEREST?

No

TERMS AND CONDITIONS

By submitting this application, I certify that the information provided is true to the best of my knowledge. I further certify that I am a resident of the City of Cle Elum (or of the Cle Elum-Roslyn School District for applicable positions on the Planning Commission, Historic Preservation Commission, or the Library Board). I authorize the city to contact character references provided herein.

Pursuant to the Washington Public Disclosure Act, (RCW 42.56), this form constitutes a public record and is subject to public release upon request. Prior to release, the following information may be redacted pursuant to RCW 42.56.250(3): Residential addresses, residential telephone numbers, personal wireless telephone numbers, personal electronic mail addresses, social security numbers, driver's license numbers, identicard numbers, and emergency contact information of employees or volunteers of a public agency, and the names, dates of birth, residential addresses, residential telephone numbers, personal wireless telephone numbers, personal electronic mail addresses, social security numbers, and emergency contact information of dependents of employees or volunteers of a public agency.

Applicants are considered for appointment without regard to race, color, religion, gender, national origin, sexual orientation, age, genetic information, marital or veteran status, or the presence of any disability.

☒ **I agree to these terms and conditions**



PROCLAMATION DECLARING NATIONAL POLICE WEEK AND NATIONAL PEACE OFFICERS MEMORIAL DAY

WHEREAS, peace officers across the United States dedicate their lives to protecting our communities, upholding the law, and ensuring the safety and well-being of all residents; and

WHEREAS, these brave men and women face danger daily, often placing themselves in harm's way in service to others; and

WHEREAS, it is fitting and proper that we honor those peace officers who have made the ultimate sacrifice in the line of duty, and recognize the enduring impact their service and loss have on their families, colleagues, and communities; and

WHEREAS, on December 22, 1982, Cle Elum/Roslyn Police Officer Patrolman John W. "Bill" Rolcik gave his life in the line of duty, leaving a lasting legacy of courage, commitment, and service to the people of Upper Kittitas County; and

WHEREAS, Patrolman Rolcik's sacrifice is a solemn reminder of the risks borne by law enforcement officers and the profound gratitude owed to those who serve with honor; and

WHEREAS, National Police Week was established to recognize the service and sacrifice of law enforcement officers at the local, state, and federal levels, and to strengthen the bond between law enforcement agencies and the communities they serve; and

WHEREAS, Peace Officers Memorial Day, observed annually on May 15, provides an opportunity for our community to pause, reflect, and honor those who have fallen while protecting others;

NOW, THEREFORE, I, Matthew Lundh, Mayor of the City of Cle Elum, do hereby proclaim May 10–16, 2026, as National Police Week and May 15, 2026, as Peace Officers Memorial Day in and for the City of Cle Elum, and urge all residents to join in remembering Patrolman John W. "Bill" Rolcik and all fallen peace officers, while expressing our deepest appreciation to Chief Richard Albo; Sergeants Brad Helgeson and Anthony Venera; and Officers Matthew Anderson, Brian DeFrang, Alec Johnson, Mario Magnotti, Jennifer Rogers, and Brian Welch, who serve with dedication, professionalism, and integrity.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Cle Elum to be affixed this 12th day of May, 2026.

Matthew Lundh
Mayor



PROCLAMATION DECLARING NATIONAL PUBLIC WORKS WEEK

WHEREAS, public works professionals provide the infrastructure, facilities, and essential services that are critical to the health, safety, and quality of life of the residents of the City of Cle Elum; and

WHEREAS, the dedicated employees of the City of Cle Elum Public Works Department: Director Matthew Bailey; Utilities Operations Manager William LaRue; Crew Lead Aaron Barr; Crew Members Jessica Korich, Dave Lindseth, Dawson McLaughlin, and Levi Waddell; Plant Operators Daniel Alcaraz, William Neuman, and Austin Simmons work every day to maintain and improve our streets, water and sewer systems, stormwater infrastructure, parks, public facilities, equipment, and other essential services that keep our community functioning safely and efficiently; and

WHEREAS, public works employees are often among the first to respond during emergencies, severe weather events, and infrastructure failures, demonstrating professionalism, skill, and commitment in service to the community; and

WHEREAS, the City of Cle Elum continues to experience growth and change, making the work of public works professionals increasingly important in supporting reliable infrastructure, protecting public health, and preparing for the future needs of our community; and

WHEREAS, National Public Works Week, sponsored annually by the American Public Works Association, recognizes the substantial contributions public works professionals make in planning, building, managing, and maintaining the infrastructure that supports our daily lives; and

WHEREAS, the 2026 National Public Works Week theme, “Rooted in Service, Powered by Community,” highlights the vital connection between public works and the communities they serve;

NOW, THEREFORE, I, Matthew Lundh, Mayor of the City of Cle Elum, Washington, do hereby proclaim May 17–23, 2026, as

National Public Works Week

in and for the City of Cle Elum, and encourage all residents to recognize and thank the dedicated public works professionals whose efforts help make our community safe, resilient, and strong.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Cle Elum to be affixed this 12th day of May, 2026.

Matthew Lundh
Mayor, City of Cle Elum

CLE ELUM CITY COUNCIL
MINUTES
APRIL 28, 2026
6:00 PM
119 W FIRST STREET
CLE ELUM, WA 98922

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

Roll Call

Mayor Matthew Lundh called the regular meeting to order at 6:00 p.m.

Councilmembers Present:

Cassidy Buechle-Curtis
Ken Ratliff
Beth Williams
Steven Harper
Audrey Malek
Steven Cook

Staff Present:

Matthew Lundh - Mayor
Rob Omans - City Administrator
Erica Krum - Assistant City Administrator
Mathew Bailey - Public Works Director
Amy Pridemore - Library Director
Colleda Monick - Planning Consultant
Rich Albo - Police Chief (Via Zoom)

2. Public Comment – Limited to 5 Minutes per Speaker

The following individual addressed the Council:
Brian Tate

3. Announcements, Appointments, Awards, and Recognition

Mayor Lundh read Jon Corenelius' resignation letter. The process to fill the vacancy was discussed per chapter 8.17 in the Council & Commissions Operating Policies and Procedures Manual. Applications are to be accepted starting tomorrow and go for two weeks April 29 - May 13. Council will review any applicants at the next council meeting.

a. Audrey Malek — Certificate of Municipal Leadership

Mayor Lundh Presents Certificate to Councilmember Malek.

b. Appoint — Stephen Malek to Civil Service Commission

Mayor Lundh appoints Stephen Malek to the Civil Service Commission.

c. Appoint — Carolyn Jones to the Library Board

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Mayor Lundh moves to appoint Carolyn Jones to the Library Board

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

MOTION : 6 yes 0 no.

4. Approval of Meeting Agenda

MOTION: Councilmember Buechle-Curtis moved to adopt the meeting agenda by amending item 10 b be removed and moving item 6 B under new business, which would become 11 C, seconded by Councilmember Cook.

MOTION : 6 yes 0 no.

5. Continued Discussion of Potential Conflicts of Interest

Councilmember Cook became chair of this discussion, since Mayor Lundh is involved in this particular conflict.

Councilmember Harper stated that he spoke to legal council, and they do not believe the business is a conflict of interest. Although due to public discussions, he feels confident that his previous request for disclosure and appropriate recusal have been and will be addressed. He requests that the council addresses the need to hold a nomination and process for the Deputy Mayor position.

Councilmember Malek states she spoke to Deputy Mayor Buechle-Curtis and Mayor Lundh about how they will keep their business separate from city business and is confident in their ability to do so moving forward. Councilmember Williams states that since the council voted for Deputy Mayor as a whole, she does not find the need to vote again.

Councilmember Harper discusses his business and supervisor capacity over signing payables. The City is doing an audit of all payables that councilmember Harper voted on.

a. City Attorney Memo

6. Consent Agenda

MOTION: Councilmember Harper made a motion to approve the consent agenda; seconded by councilmember Buechle-Curtis.

MOTION : 6 yes 0 no.

a. Council Meeting Minutes — April 14, 2026

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7. Department Head Reports

a. Rob Omans — City Administrator

Staff Report Attached

b. Mathew Bailey — Public Works Director

Staff Report Attached

Mathew Bailey recognized these Public Works employees:
Austin Simmons is now a Waste Water Treatment 2 Operator
Daniel Alcaarez is now a Water Treatment 2 Operator
Jessica Korich is now a class A CDL driver

c. Rich Albo — Police Chief

Rich Albo states HB 2015 sales tax application was approved. We were also awarded a grant for just under \$700,000 from the same legislation. The grant is to cover salary, benefits, and training for 3 years for an entry-level new hire along with training equipment. Victims advocates have been extended to the extent of \$250,000.

d. Amy Pridemore - Library Director

See Attached Report

8. Public Appearances – 15-Minute Limit

None

9. Business Requiring Public Hearings

None

10. Unfinished Business

a. Ordinance 1727 — NFC Northwest, LLC Franchise Agreement (2nd reading) — Colleda Monick — Planning Consultant

Colleda Monick, Planning Consultant, presented the second reading for Ordinance 1727 for

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NFC Northwest, LLC

Councilmember Harper recused himself from this vote due to a potential conflict of interest.

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

MOTION : 5 yes 0 no.

11. New Business

a. Resolution 2026-016 — Fire Department Levy Lid Lift

Councilmember Harper proposes 98 cents per 1000 to adopt resolution 2026-016 along with other updates and adjustments in section 2. Seconded by cook
Amending estimate cost to 98 cents per 1000 instead of 95

MOTION: Councilmember Harper made a motion to adopt Resolution 2026-016 with the amended rate of 98 cents per 1000; seconded by Councilmember Cook.

MOTION : 6 yes 0 no.

b. Ordinance 1726 — Utility Tax — Robert Omans — City Administrator

MOTION: Councilmember Harper made a motion to approve Ordinance 1726; seconded by Councilmember Buechle-Curtis.

MOTION : 6 yes 0 no

c. Payables — April 28, 2026 — \$296,755.94

Councilmember Harper recused himself from this vote due to a conflict of interest.

MOTION: Councilmember Buechle-Curtis made a motion to approve April 28, 2026 Payables; seconded by Councilmember Cook.

MOTION : 5 yes 0 no.

12. Report of Committees

a. Public Works & Community Development

Next Public Works & Community Development meeting will be Tuesday May 5, 2026.

b. Public Safety & Health

The Public Safety & Health will be meeting on May 14, 2026. They are discussing pet fees,

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graffiti and Title 8.

c. Lodging Tax & Events

No updates. The next meeting is on May 13, 2026. The Consolidating lodging tax meeting is on Wednesday, April 29, 2026, at 10am.

d. General Government

General Government is working on utility tax changes. There is 1 contract for the hearing examiner they are working on as well as 2 contracts for administration of a lodging tax agreement for the horse park and facilities. The recreation center was also awarded grants.

13. Councilmember Comments - Limited to 5 Minutes

Councilmember Harper comments that the city council's job is not code enforcement. The council cannot enforce a specific property matter.

Deputy Mayor Buechle-Curtis stated that all council contact information is available on the website and encouraged residents to reach out at any time with questions. She also encouraged community members to apply to the Tree Board, noting her enthusiasm for celebrating Arbor Day.

Councilmember Cook will join the Mayor in Yakima on Monday while he testifies for the City.

Councilmember Ratliff recognizes we have a new pharmacy in town.

14. Mayor's Report

The Mayor spent time with Swiftwater Learning Center students yesterday. They job shadowed the Mayor and was able to talk about his journey. He will be in court on Monday and Tuesday for the City's evidentiary hearing.

15. Executive Session RCW 42.30.110(g)

- a. RCW 42.30.110(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.**

16. Adjournment

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The meeting was adjourned at 7:31 p.m.

Matthew Lundh, Mayor

Debbie Lee, Clerk

**CLE ELUM SPECIAL MEETING
MINUTES**

APRIL 14, 2026

4:00 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
Jon Cornelius
Steven Cook

Absent:

Audrey Malek

Excused:

Staff Present:

Matthew Lundh - Mayor
Rob Omans - City Administrator
Debbie Lee - City Clerk
Ed Mills - Fire Chief

2. New Business

a. Discussion with the Fire Advisory Committee

Gary Berndt serves as a member of the Fire Advisory Committee. Attached documents contain relevant information presented during committee discussions.

Request Chief Mills for the fire ratings and equipment list to include in the packet.

Council should reflect on this matter and refrain from making a decision today.

Continue the study session swiftly to maintain progress in discussions.

Determine if the Fire Advisory Committee has a preferred option; consensus indicates that if \$1.00 is presented, there may be push back from the community.

Consider Option #6: extend the study session or defer the meeting until next week for a decision.

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A special meeting will be necessary next week for a formal decision.

Councilmember Harper advocates for public input since time allows.

Public comment is limited to three minutes and the meeting will adjourn at 5:45 p.m.

[Council Options](#)

[Council Fire 1](#)

[Regional Fire Authority](#)

[Interlocal Cooperation in Fire Services](#)

3. Public Comment Limited to 3 Minutes per Speaker

Christine Heimbigner Simpson expressed a strong interest in the history of the volunteer fire department.

Travis Harris noted the complexity of the decision, suggesting the maintenance of current operations while emphasizing the significance of cultural considerations.

Gordon Jones raised concerns regarding the urgency of the matter, citing unresolved questions from the lawsuit about potential tax implications.

The community may support the retention of the volunteer station at its current location.

Keith McDonald, with experience as a volunteer firefighter, acknowledged the complexities involved and the potential cultural impacts.

Kaylee Thompson highlighted ongoing concerns related to the annexation of District No. 7.

4. Adjournment

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The meeting was adjourned at 5:25 p.m.

Matthew Lundh, Mayor

Debbie Lee, Clerk

#1 CHECK REGISTER

City Of Cle Elum

Time: 13:31:43 Date: 05/06/2026

05/02/2026 To: 05/12/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1804	05/02/2026	Claims	1	EFT	Inland Networks	134.00	Park and Shop Internet
1859	05/02/2026	Claims	1	EFT	T-Mobile	95.55	Backup internet
1875	05/02/2026	Claims	1	EFT	Cintas Corporation	294.68	Public works mats/towels/uniforms 4/28
1930	05/02/2026	Claims	1	EFT	WA State Dept of Labor & Ind.	484.30	City boiler inspections 4/28
1940	05/04/2026	Claims	1	EFT	Methodworks	754.08	April IT services
1964	05/05/2026	Claims	1	EFT	WA State Dept of Licensing	39.00	Gun permits 1187, 1189
1971	05/06/2026	Claims	1	EFT	Puget Sound Energy	37,980.78	2026 corrected charges 500 Owens Rd #WH20T - period 1/6-2/5; period 2/5-3/6; period 3/6-4/7
1972	05/06/2026	Claims	1	EFT	Puget Sound Energy	1,073.08	Corrected charges 5/8/2025 - 2/27/2026; Actual read 2/28/26-03/31/26 - First & Oakes Project - N Oakes Ave to N Peoh Ave - St lights
1973	05/06/2026	Claims	1	EFT	Xpress Bill Pay	707.79	April Merchant Fees
1976	05/06/2026	Claims	1	EFT	Columbia Bank	38,607.63	Library flexi hose and carpet spot cleaner, cabinet locks; Regional sewer valve rebuild kit; Police Dept -- Johnson uniforms and First Net cell phones; Fire Dept -- chargers, hand sanitizer, poly tarp
1978	05/06/2026	Claims	1	EFT	Columbia Bank	930.49	Police Dept training/Johnson/Informats and Risk Mitigation 5/6; Apple Watch
1979	05/12/2026	Claims	1	48502	Brown and Jackson Septic	1,400.00	Port A Potty April 2026 -- Roslyn Coal Mine Trail location; Ronald Coal Mine Trail location; Coal Mine Trailhead location; Port A Potty April 2026 -- 519 W 2nd City Park; Port A Potty April 2026 -- 71
1980	05/12/2026	Claims	1	48503	Central Cleaning	1,120.00	Cleaning -- City Hall 4/20, Fire 4/24, Shop 4/21 and 4/28, Police 4/23 and 4/30, Library 4/20 and 4/27; Cleaning -- City Hall 5/4, Library 5/8, Shop 5/5 and 5/12, Police 5/7 and 5/14, Fire 5/8
1981	05/12/2026	Claims	1	48504	CivicPlus LLC	16,916.03	Next Request 10 Users 5/1/26 to 4/30/27; Agenda and Meeting Management Annual Fee 5/13/26 to 5/12/27
1982	05/12/2026	Claims	1	48505	Copiers Northwest Inc.	256.09	City Hall copier JN888-coverage charge 4/1-4/30 plus tax; Library JQ716/ Public Works JQ717 copier coverage charge 4/1/26 to 4/30/26 coverage period
1983	05/12/2026	Claims	1	48506	First Responder Outfitters-TAC	64.86	Police Dept - Jenn Rogers uniform allowance
1984	05/12/2026	Claims	1	48507	General Code	136.50	Ord 1721 codified
1985	05/12/2026	Claims	1	48508	Hypertec	25,405.67	Police Dept Desktop Monitors Dell Ultrasharp 27"; Police Dept - 8 Monitor stands; Police Dept - 8 Dell Pro Micro Plus desktop

CHECK REGISTER

City Of Cle Elum

Time: 13:31:43 Date: 05/06/2026

05/02/2026 To: 05/12/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1986	05/12/2026	Claims	1	48509	Inslee Best Doezie & Ryder, P.S.	25,770.00	April attorney fees -- park agreement, personnel, Blue Fern, PRRs, Code Enforce, Blue Ridge Cascade, Campbell, Horse Park, Homestead, Bankruptcy, bridge agreement, levy res, NFC franchise, hearing ex.
1987	05/12/2026	Claims	1	48510	James Oil Company	2,038.32	Public Works fuel 4/16 to 4/30; Fire Dept fuel 4/16 to 4/30; Police Dept fuel 4/16 to 4/30
1988	05/12/2026	Claims	1	48511	Jerrol's	280.87	Paper towel rolls - janitorial; Copy paper & Pre perforated paper
1989	05/12/2026	Claims	1	48512	Kittitas County Dept. of Public Defense	675.00	March/April defense attorney fees
1990	05/12/2026	Claims	1	48513	Kittitas County EMS & Trauma Care Council	3,409.50	Interlocal Agreement Qtr 2 EMS
1991	05/12/2026	Claims	1	48514	Kottkamp, Yedinak & Esworthy	1,100.00	Review Teanaway Court materials and transcript 4/20 and 4/21
1992	05/12/2026	Claims	1	48515	Lab Test	765.00	Regional Water lab test 4/21; Sewer Plant Lab Test 4/22; Sewer Plant Lab Test 4/21; Sewer Plant testing 4/7; Sewer Plant lab test 3/31
1993	05/12/2026	Claims	1	48516	Law Office of Mark W. Garka, PLLC	4,000.00	April prosecution services
1994	05/12/2026	Claims	1	48517	Life Assist	615.52	Fire Dept medical supplies; Fire Dept medical supplies
1995	05/12/2026	Claims	1	48518	Locality Media, Inc.	14,989.28	Fire Dept renewal 4/26 to 4/27
1996	05/12/2026	Claims	1	48519	Marson & Marson	23.87	Plywood 4x8 1 pc
1997	05/12/2026	Claims	1	48520	Gary McLean	9,555.00	Hearing Examiner Jan 15, 16, 30; Feb 4, 5; March 23, 24; April 7, 14, 15, 20, 21
1998	05/12/2026	Claims	1	48521	Northern Kittitas County Tribune	132.00	Notice of 5/12 P/H for ROW Vacate for Habitat; Adoption of Ord 1724 Inland Cellular Franchise, Ord 1725 2nd Budget Amendment, Ord 1727 NFC Franchise
1999	05/12/2026	Claims	1	48522	Northstar Chemical	514.77	Water plant chemicals
2000	05/12/2026	Claims	1	48523	One Call Concepts, Inc	61.16	April Call before digging tickets x 44
2001	05/12/2026	Claims	1	48524	Springbrook Holding Company LLC	1,300.00	2025 Annual Report Review
2002	05/12/2026	Claims	1	48525	The Bunker Tri-Cities LLC	1,504.54	Police Dept - vest for 2/3
2003	05/12/2026	Claims	1	48526	Van Ness Feldman LLP	6,405.00	Attorney Fees April -- Blue Fern
2004	05/12/2026	Claims	1	48527	WA State Patrol	23.00	Police Dept - CPL Fingerprints Apr 2026; Fire Dept background checks
2005	05/12/2026	Claims	1	48528	Waste Management Corp. Serv.	107,220.36	Solid Waste Collection and Disposal

511 Legislative	224.50
513 Executive	40.16
515 Legal Services	27,205.00
518 Centralized Services	13,658.47
521 Police Department	36,732.88
522 Fire Department	22,677.25
536 Cemetery	138.87
558 Planning & Community Devel	921.77
572 Libraries	259.36
576 Park Facilities	999.40

CHECK REGISTER

City Of Cle Elum

05/02/2026 To: 05/12/2026

Time: 13:31:43 Date: 05/06/2026

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 Current Expense/General Fund				102,857.66	
		542 Streets - Maintenance				6,823.57	
		543 Streets Admin & Overhead				4,897.51	
		101 Street Fund				11,721.08	
		594 Capital Expenditures				300.00	
		106 Tourist/Lodging Tax Fund				300.00	
		542 Streets - Maintenance				430.00	
		110 Coal Mine Trail Fund				430.00	
		515 Legal Services				3,434.00	
		558 Planning & Community Devel				6,405.00	
		131 Blue Fern DA # 2002-01 CRA 2024-01,03				9,839.00	
		515 Legal Services				606.00	
		558 Planning & Community Devel				9,555.00	
		140 Teanaway Court/Hopesource Devel. Fund				10,161.00	
		534 Water Utilities				15,041.18	
		401 Water Fund				15,041.18	
		537 Garbage & Solid Waste				107,234.52	
		402 Garbage Fund				107,234.52	
		546 Airports, Port, Terminal				106.26	
		403 Airport Fund				106.26	
		534 Water Utilities				5,722.70	
		404 Water Regional Fund				5,722.70	
		535 Sewer				4,550.09	
		409 Sewer Fund				4,550.09	
		535 Sewer				38,769.23	
		410 Sewer Regional Fund				38,769.23	
		580 Non Expeditures				51.00	
		699 State Agency Fund 380/580				51.00	
						306,783.72	Claims: 306,783.72

All EFT'S

CHECK REGISTER

#2

City Of Cle Elum

Time: 13:43:51 Date: 05/06/2026

04/30/2026 To: 04/30/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1783	04/30/2026	Claims	1	EFT	Cintas Corporation	282.56	Public works mats/towels/uniforms 4/21
1805	04/30/2026	Claims	1	EFT	Inland Networks	25.00	Library Alarm Monitoring
1839	04/30/2026	Claims	1	EFT	Cintas Corporation	2,255.74	Regional Water Plant -- Mats/Towels/Uniforms -- 2/13, 2/20, 2/26, 3/6, 3/13, 3/20, 3/27, 4/3, 4/10, 4/17, 4/24; Regional WasteWater Plant -- Mats/Towels/Uniforms -- 2/13, 2/20, 2/26, 3/6, 3/13, 3/20,
1941	04/30/2026	Claims	1	EFT	Cintas Corporation	-6.76	Credit on account

572 Libraries	25.00
001 Current Expense/General Fund	25.00
542 Streets - Maintenance	30.97
101 Street Fund	30.97
534 Water Utilities	126.10
401 Water Fund	126.10
534 Water Utilities	957.84
404 Water Regional Fund	957.84
535 Sewer	118.73
409 Sewer Fund	118.73
535 Sewer	1,297.90
410 Sewer Regional Fund	1,297.90

Claims: 2,556.54
2,556.54

Payroll

CHECK REGISTER

City Of Cle Elum

Time: 11:52:21 Date: 05/04/2026

04/04/2026 To: 05/05/2026

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1626	04/20/2026	Payroll	1	EFT		1,500.00	
1627	04/20/2026	Payroll	1	EFT		2,000.00	
1628	04/20/2026	Payroll	1	EFT		1,600.00	
1629	04/20/2026	Payroll	1	EFT		1,900.00	
1630	04/20/2026	Payroll	1	EFT		1,300.00	
1631	04/20/2026	Payroll	1	EFT		500.00	
1632	04/20/2026	Payroll	1	EFT		2,000.00	
1633	04/20/2026	Payroll	1	EFT		750.00	
1634	04/20/2026	Payroll	1	EFT		4,000.00	
1635	04/20/2026	Payroll	1	EFT		1,500.00	
1636	04/20/2026	Payroll	1	EFT		1,100.00	
1637	04/20/2026	Payroll	1	EFT		800.00	
1638	04/20/2026	Payroll	1	EFT		2,000.00	
1639	04/20/2026	Payroll	1	EFT		2,500.00	
1640	04/20/2026	Payroll	1	EFT		2,000.00	
1641	04/20/2026	Payroll	1	EFT		1,000.00	
1642	04/20/2026	Payroll	1	EFT		3,500.00	
1643	04/20/2026	Payroll	1	EFT		2,000.00	
1644	04/20/2026	Payroll	1	EFT		800.00	
1645	04/20/2026	Payroll	1	EFT		2,000.00	
1646	04/20/2026	Payroll	1	EFT		1,000.00	
1647	04/20/2026	Payroll	1	EFT		2,000.00	
1648	04/20/2026	Payroll	1	EFT		2,000.00	
1650	04/20/2026	Payroll	1	EFT	Columbia Bank	40,000.00	941 payroll taxes for draws
1882	05/05/2026	Payroll	1	EFT		8,627.70	
1883	05/05/2026	Payroll	1	EFT		4,493.48	
1884	05/05/2026	Payroll	1	EFT		3,417.66	
1885	05/05/2026	Payroll	1	EFT		5,688.08	
1886	05/05/2026	Payroll	1	EFT		5,668.43	
1887	05/05/2026	Payroll	1	EFT		3,578.36	
1888	05/05/2026	Payroll	1	EFT		226.85	
1889	05/05/2026	Payroll	1	EFT		2,425.84	
1890	05/05/2026	Payroll	1	EFT		2,540.90	
1891	05/05/2026	Payroll	1	EFT		226.85	
1892	05/05/2026	Payroll	1	EFT		226.85	
1893	05/05/2026	Payroll	1	EFT		5,938.98	
1895	05/05/2026	Payroll	1	EFT		125.68	
1896	05/05/2026	Payroll	1	EFT		6,990.81	
1897	05/05/2026	Payroll	1	EFT		3,247.64	
1898	05/05/2026	Payroll	1	EFT		6,681.68	
1899	05/05/2026	Payroll	1	EFT		3,557.85	
1900	05/05/2026	Payroll	1	EFT		4,167.64	
1901	05/05/2026	Payroll	1	EFT		3,576.80	
1902	05/05/2026	Payroll	1	EFT		5,392.61	
1903	05/05/2026	Payroll	1	EFT		6,584.39	
1904	05/05/2026	Payroll	1	EFT		5,373.10	
1905	05/05/2026	Payroll	1	EFT		4,045.34	
1906	05/05/2026	Payroll	1	EFT		2,491.73	
1907	05/05/2026	Payroll	1	EFT		6,284.35	
1908	05/05/2026	Payroll	1	EFT		226.85	
1909	05/05/2026	Payroll	1	EFT		1,682.61	
1910	05/05/2026	Payroll	1	EFT		4,529.47	
1911	05/05/2026	Payroll	1	EFT		3,229.08	
1912	05/05/2026	Payroll	1	EFT		3,891.78	
1913	05/05/2026	Payroll	1	EFT		3,827.41	
1914	05/05/2026	Payroll	1	EFT		6,179.23	
1915	05/05/2026	Payroll	1	EFT		3,683.08	

CHECK REGISTER

City Of Cle Elum

04/04/2026 To: 05/05/2026

Time: 11:52:21 Date: 05/04/2026

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1916	05/05/2026	Payroll	1	EFT		2,788.69	
1917	05/05/2026	Payroll	1	EFT		226.85	
1918	05/05/2026	Payroll	1	EFT		4,696.96	
1919	05/05/2026	Payroll	1	EFT		4,693.86	
1920	05/05/2026	Payroll	1	EFT		1,035.02	
1921	05/05/2026	Payroll	1	EFT		125.68	
1922	05/05/2026	Payroll	1	EFT		1,066.54	
1923	05/05/2026	Payroll	1	EFT		6,944.06	
1924	05/05/2026	Payroll	1	EFT		2,360.18	
1925	05/05/2026	Payroll	1	EFT		5,267.09	
1926	05/05/2026	Payroll	1	EFT		226.85	
1943	05/05/2026	Payroll	1	EFT	AWC Health Insurance	22,166.86	Pay Cycle(s) 05/05/2026 To 05/05/2026 - Asuris 250 Med/Den/Vis
1944	05/05/2026	Payroll	1	EFT	Colonial Life	541.85	Pay Cycle(s) 05/05/2026 To 05/05/2026 - Colonial Insurance Pre; Pay Cycle(s) 05/05/2026 To 05/05/2026 - Colonial Insurance
1945	05/05/2026	Payroll	1	EFT	Columbia Bank	35,441.66	941 Deposit for Pay Cycle(s) 05/05/2026 - 05/05/2026
1946	05/05/2026	Payroll	1	EFT	HRA VEBA Trust Contributions	8,995.00	Pay Cycle(s) 05/05/2026 To 05/05/2026 - Veba
1947	05/05/2026	Payroll	1	EFT	Northwest Admin Transfer Acct	7,267.00	Pay Cycle(s) 05/05/2026 To 05/05/2026 - NW Admin RWT/Dental
1948	05/05/2026	Payroll	1	EFT	Teamsters Local #760	2,037.00	Pay Cycle(s) 05/05/2026 To 05/05/2026 - Teamsters Dues
1949	05/05/2026	Payroll	1	EFT	UEBT	27,780.00	Pay Cycle(s) 05/05/2026 To 05/05/2026 - UEBT Medical Vision
1950	05/05/2026	Payroll	1	EFT	WA State Dept of Retirement Sys.	2,187.35	Pay Cycle(s) 05/05/2026 To 05/05/2026 - Deferred Comp
1951	05/05/2026	Payroll	1	EFT	WA State Dept of Retirement Sys.	33,714.60	Pay Cycle(s) 05/05/2026 To 05/05/2026 - PERS2; Pay Cycle(s) 05/05/2026 To 05/05/2026 - LEOFF2; Pay Cycle(s) 05/05/2026 To 05/05/2026 - PERS 3
1952	05/05/2026	Payroll	1	EFT	Washington State Support Registry	1,529.42	Pay Cycle(s) 05/05/2026 To 05/05/2026 - Child Support
1953	05/05/2026	Payroll	1	EFT	WA State Dept of Retirement Sys.	13,558.42	Mayor PERS from 2020 to May 2026 retirement \$5719.50 employee portion and \$7838.92 employer portion
1894	05/05/2026	Payroll	1	48499		216.85	
1927	05/05/2026	Payroll	1	48500	Bill Rolcik Memorial Fund	120.00	Pay Cycle(s) 05/05/2026 To 05/05/2026 - Bill Rock Mem Fund
1928	05/05/2026	Payroll	1	48501	WCTPTF	7,438.24	Pay Cycle(s) 05/05/2026 To 05/05/2026 - Teamsters Pension Trust
511 Legislative						1,883.91	
512 Judicial						5,849.07	
513 Executive						27,863.50	
514 Financial, Recording & Elections						13,502.33	
521 Police Department						124,253.59	
522 Fire Department						19,863.51	
524 Protective Inspections						4,913.20	
536 Cemetery						2,575.31	
558 Planning & Community Devel						20,286.51	
572 Libraries						6,969.53	

1. *Journal of the American Medical Association*, 1997; 278: 1025-1030.

Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			576 Park Facilities			1,983.26	
			580 Non Expenditures			735.87	
		001 Current Expense/General Fund				230,679.59	
			542 Streets - Maintenance			16,222.49	
		101 Street Fund				16,222.49	
			521 Police Department			24,111.68	
		104 Police 3/10's Sales Tax Fund				24,111.68	
			518 Centralized Services			696.51	
		131 Blue Fern DA # 2002-01 CRA 2024-01,03				696.51	
			534 Water Utilities			40,725.97	
		401 Water Fund				40,725.97	
			537 Garbage & Solid Waste			4,390.75	
		402 Garbage Fund				4,390.75	
			534 Water Utilities			19,301.31	
		404 Water Regional Fund				19,301.31	
			535 Sewer			34,706.86	
		409 Sewer Fund				34,706.86	
			535 Sewer			30,169.98	
		410 Sewer Regional Fund				30,169.98	
						401,005.14 Payroll:	401,005.14

Public Works Council Update

- **1st Street Revitalization:** On hold till Spring 2026 final punch list items scheduled for May.
- **Sewer main Lining project:** Spot repairs have started and obstructions in sewer mains are being removed in preparation for liner installation. Liner installation scheduled for the week of May 11th.
- **Zone 3 Booster Pump Installation.** Isolations Valves have been installed, Electrical installed, pending pump delivery and installation.
- **Public Works Transitioning to Summer Maintenance:** Irrigation repairs, Park mowing, Pothole repairs, Chip seal road prep, Street sweeping, Alley grading, Cemetery cleanup.
- **Stormwater Plan:** First draft of Stormwater Plan sent to Dept. of Ecology. Working toward establishing Stormwater Utility Fund. Developing Stormwater code language.
- **Spring Clean up:** Update with totals as soon as I get them from Waste Management
- **Bullfrog Flats**
 - Home construction has started
 - Bullfrog roundabout to start construction

Cle Elum 2nd Qtr Summary

		APR	MAY	JUN	2nd Qtr Totals
BOOKINGS					
DUI					0
Assault DV					0
Assault		1			1
Felony Arrests		1			1
Other Arrests					0
Juvenile Arrest					0
Warrant Arrests					0
					0
TOTAL MONTHLY BOOKINGS		2	0	0	2
TOTAL 1ST HALF BOOKINGS					11
Citations/Infractions		APR	MAY	JUN	2nd Qtr Totals
Traffic Infractions		2			2
Non-Traffic Infractions		1			1
Criminal Traffic Citations					0
Criminal Non- Traffic Citations		4			4
DUI Traffic Criminal Citations					0
Parking Citations					0
MONTHLY CITATION/INFRACTIONS		7	0	0	7

2026

Monthly Report to Cle Elum City Council 2nd Qtr

	April '26	May '26	June '26	2nd Qtr TOTAL
Traffic Stops	42			42
DUI				0
Domestic Violence				0
Assault	2			2
Assault - Child				0
Suicidal				0
Burglary	1			1
Vio of Order				0
Mal Misch				0
Theft	7			7
Alarm Calls	10			10
Public Assist				
Civil Matter				
Check Welfare	27			27
Overdose				0
Kidnapping				0
Homicide				0
Robbery				0
Stab/Gunshot Wound				0
Animal at Large	4			4
Animal Problems	2			2
Motor Vehicle Collision	5			
TOTAL CALLS	271			271
2025 Total Calls	265			265

Roslyn 2nd Qtr Summary

		APR	MAY	JUN	2nd Qtr Totals
BOOKINGS					
DUI		0			0
Assault DV		0			0
Assault		0			0
Felony Arrests		0			0
Other Arrests		0			0
Juvenile Arrest		0			0
Warrant Arrests		0			0
					0
TOTAL MONTHLY BOOKINGS		0	0	0	
TOTAL 1Qtr HALF BOOKINGS					0
Citations/Infractions		APR	MAY	JUN	2nd Qtr Totals
Traffic Infractions		2			2
Non-Traffic Infractions					0
Criminal Traffic Citations		2			2
Criminal Non- Traffic Citations					0
DUI Traffic Criminal Citations					0
Parking Infractions		1			1
MONTHLY CITATION/INFRACTIONS		5	0	0	5

Monthly Report to Roslyn City Council

2nd Qtr

	April '26	May '26	June '26	2nd Qtr TOTAL
Traffic Stops	22			22
DUI				
Domestic Violence	1			1
Assault				
assault - Child				
Suicidal				
Burglary				
Vio of Order				
Mal Misch				
Theft	2			2
Alarm Calls	5			5
Public Assist	4			4
Overdose				
Kidnapping				
Homicide				
Robbery				
Stab/Gunshot Wound				
Animal at Large				
Animal Problems	2			2
TOTAL CALLS	97			97
2025 Total Calls	89	91	87	267

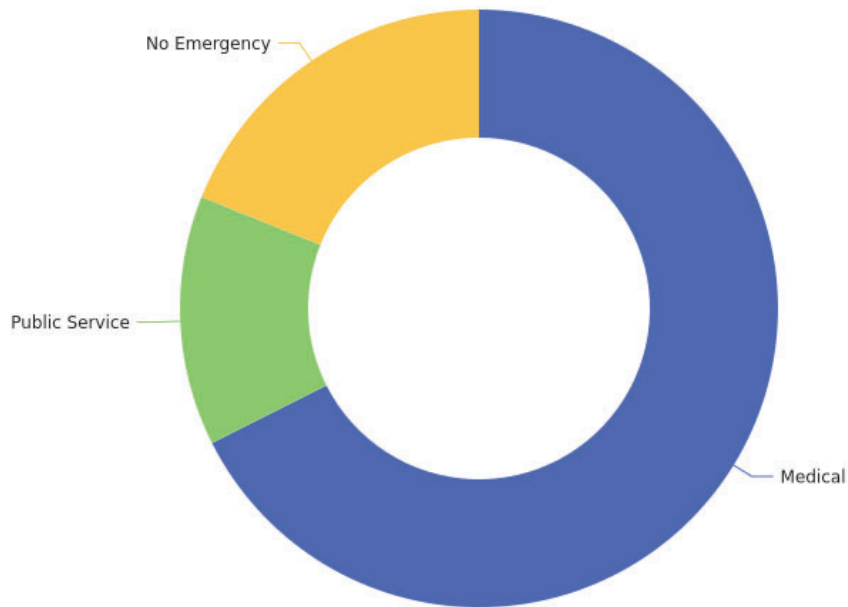
Council Meetings

Honorable Mayor and council,

- We are receiving the desktops and related equipment to replace all of our current desktops. We are working with Methodworks to schedule getting them online.
 - These were purchased through the Federal grant. The cost to set them up will also be paid for by the same grant.
- Waiting for the physical contract from CJTC (Criminal Justice Training Commission) for the HB2015 Grant
 - Once received I will request the council to allow me to sign the contract
- Waiting for the city attorney to get back to me on Victims advocates contract
 - Once approved I will also be requesting council approval to sign that contract
 - That contract will be paid through the federal grant as well, then transition to being supported by the HB2015 grant
- Officers have been working with BNSF to help clear vehicles, trailers, etc from along the railroad
 - The last update I received was that it was going well and BNSF have been very helpful in the process
- I am currently at WASPC (Washington Association of Sheriffs and Police Chiefs) but am always available by email for phone if needed.
- Thank you



FDR-IR: Incident Count by Primary Incident Type



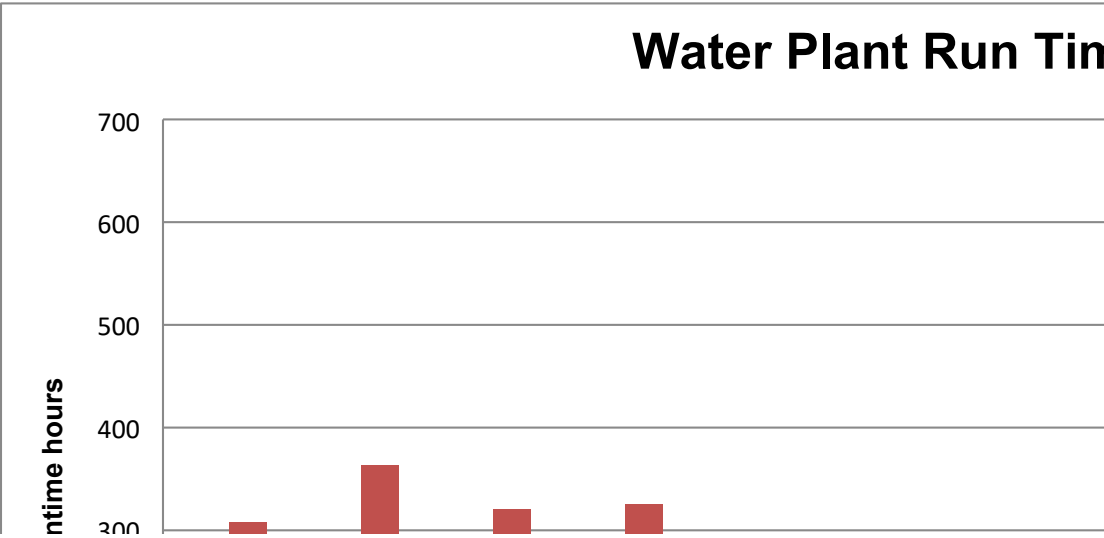
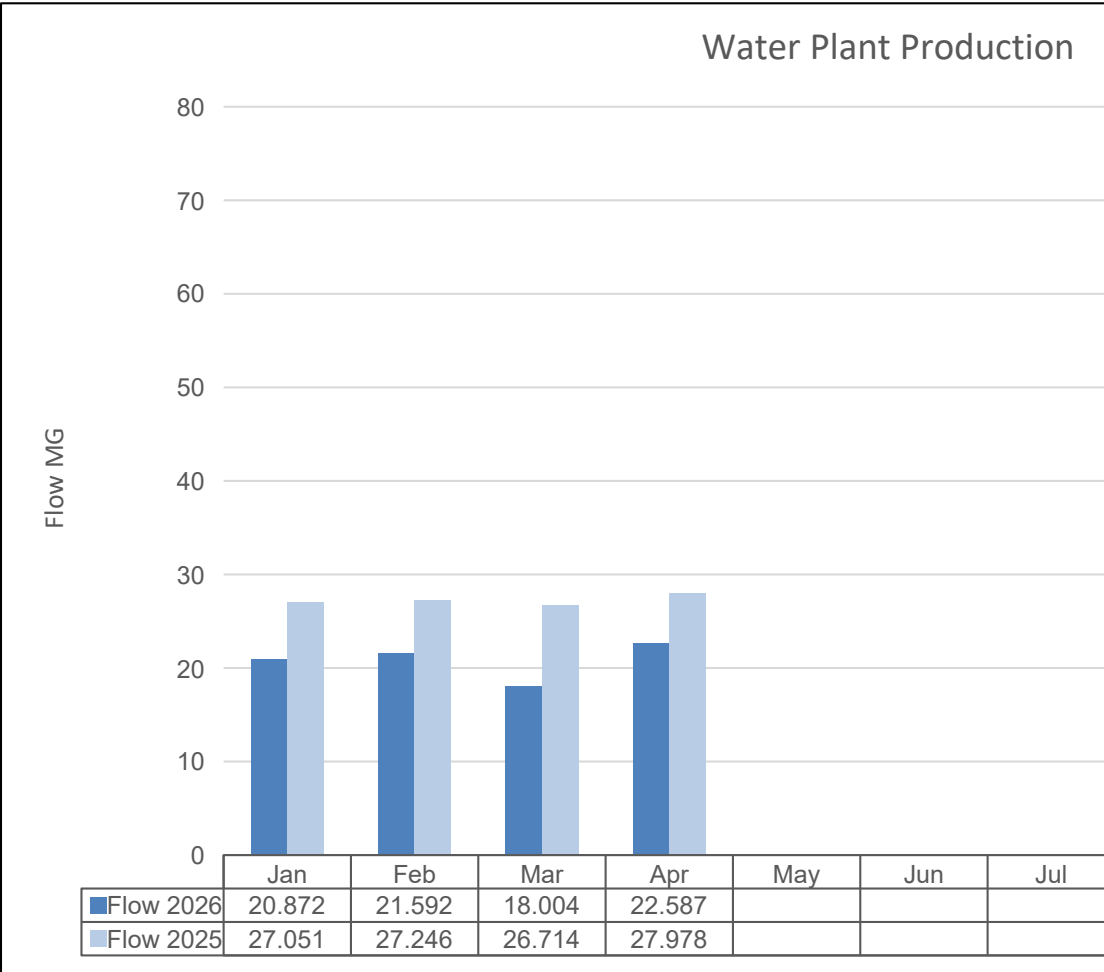
PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE	COUNT	PERCENT OF TOTAL
Medical	25	67.57%
Medical - Illness	2	5.41%
Medical - Illness - Abdominal Pain / Problems	4	10.81%
Medical - Illness - Breathing Problems	1	2.70%
Medical - Illness - Chest Pain (Non-Trauma)	3	8.11%
Medical - Illness - Convulsions / Seizures	1	2.70%
Medical - Illness - Sick Case	1	2.70%

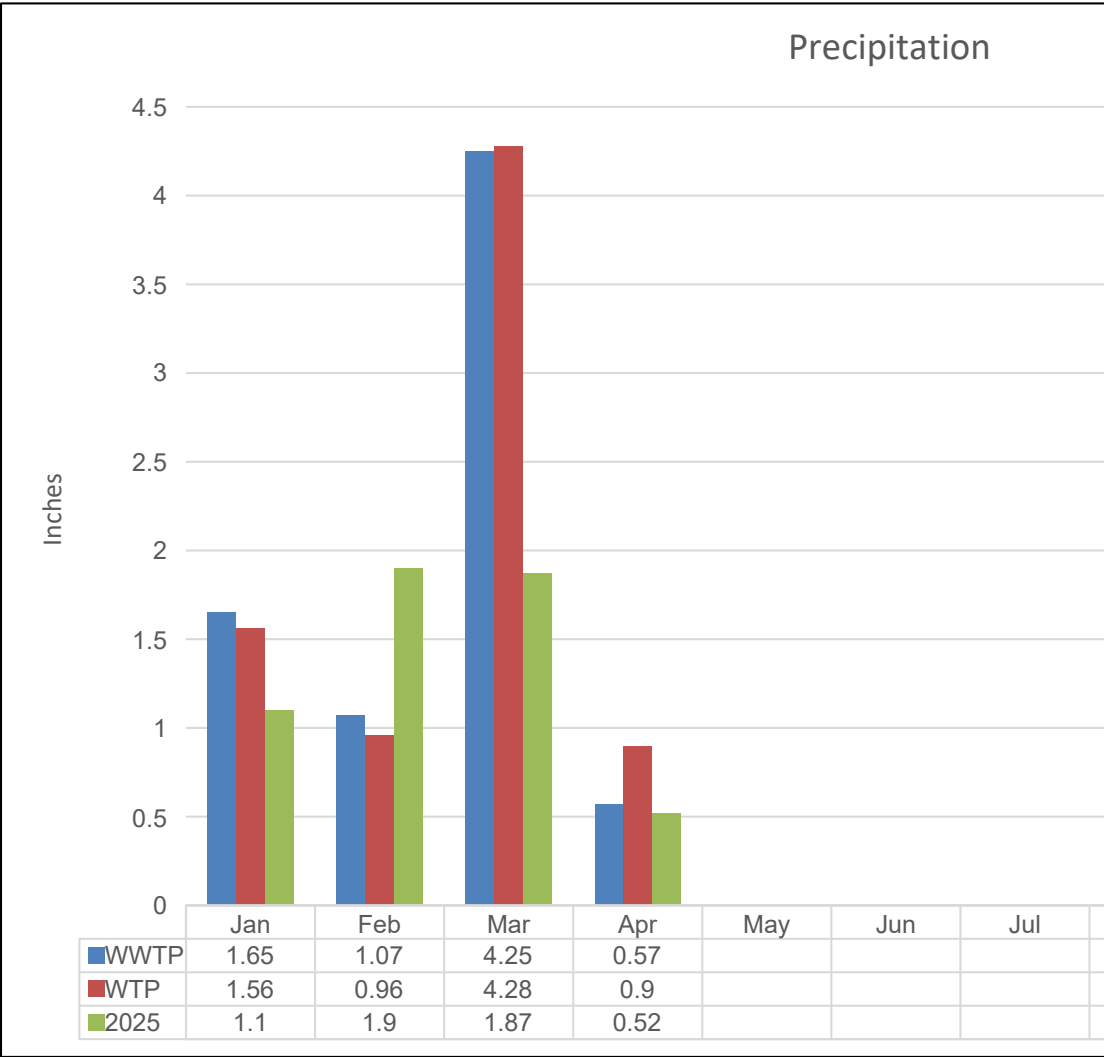
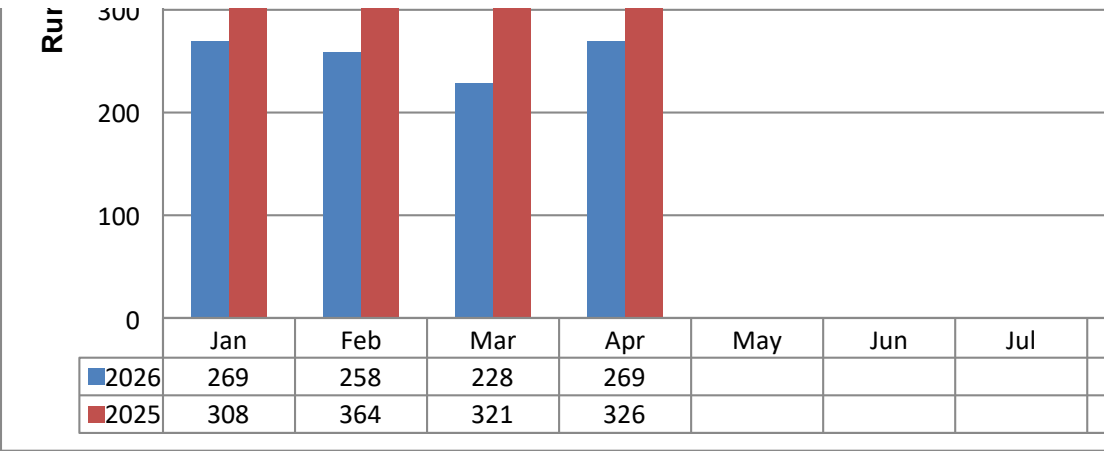
FDR-IR: Incident Count by Primary Incident Type

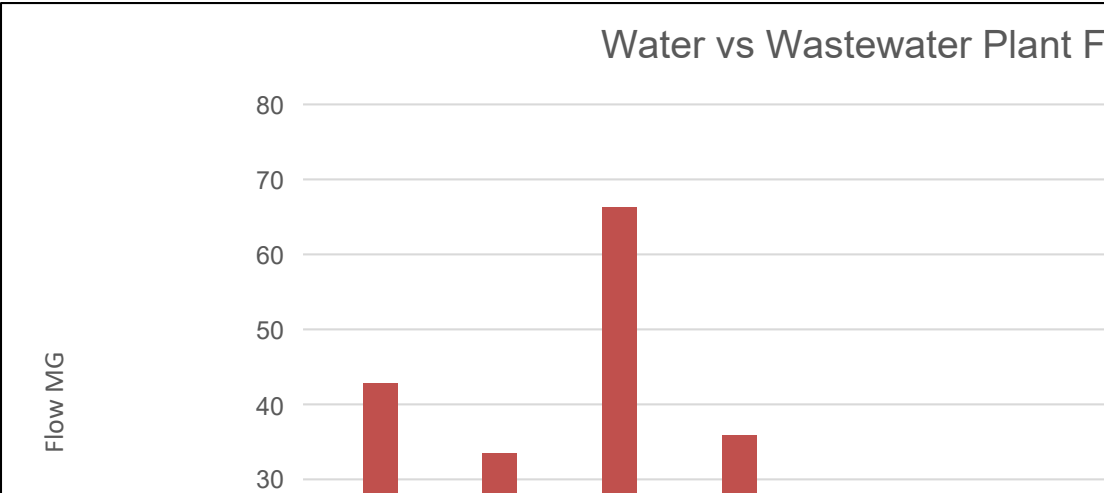
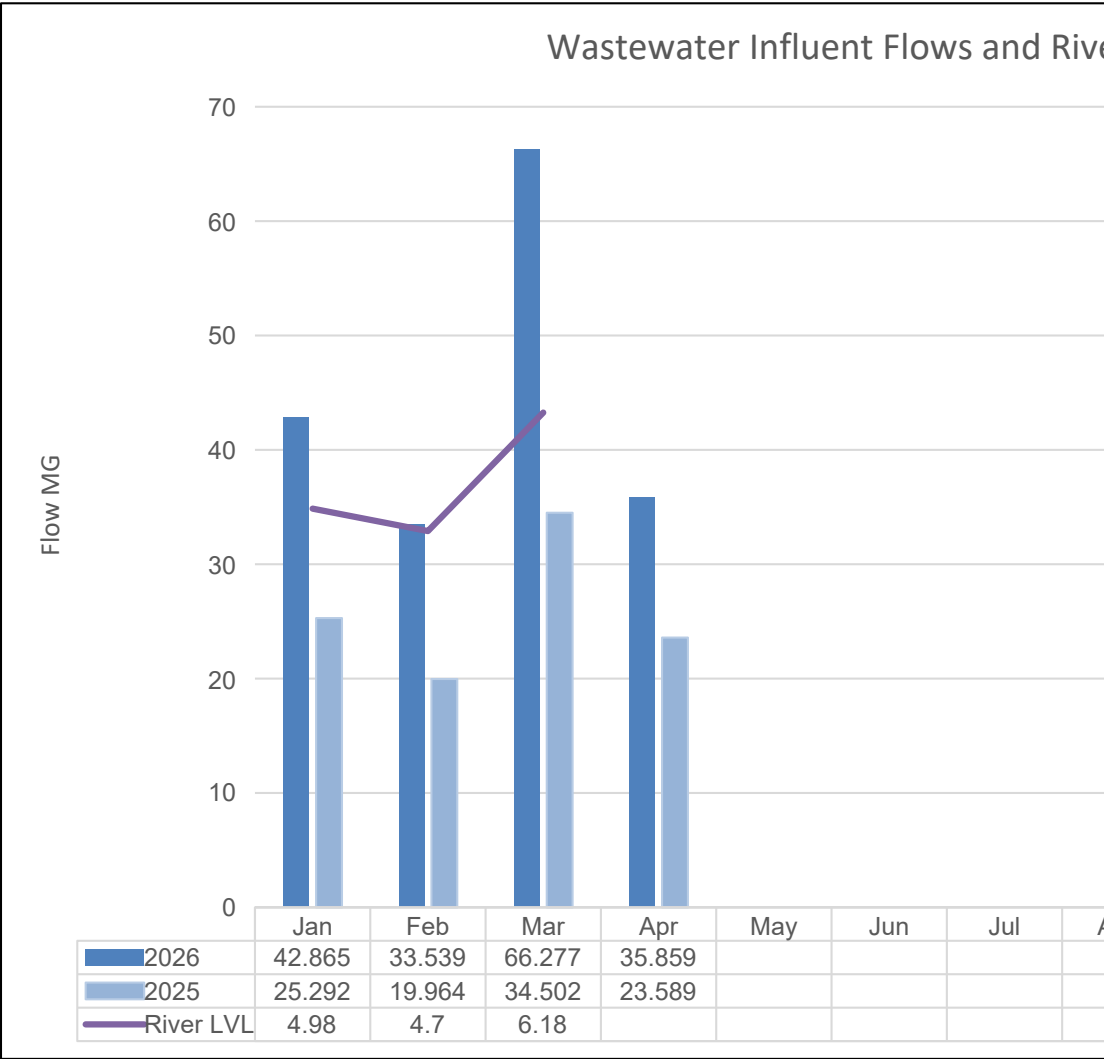
Cle Elum FD WA
Address: 301 N Pennsylvania Ave, Cle Elum, WA, 98922

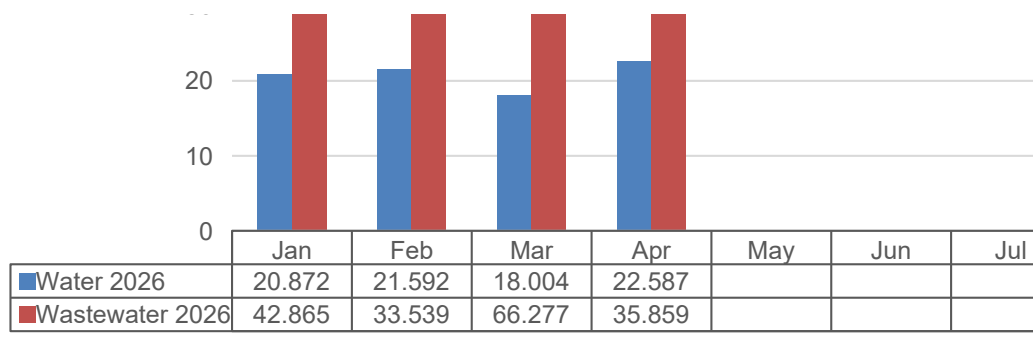


PRIMARY INCIDENT GROUP / PRIMARY INCIDENT TYPE	COUNT	PERCENT OF TOTAL
Medical - Illness - Stroke / CVA	3	8.11%
Medical - Illness - Unconscious Victim	1	2.70%
Medical - Illness - Altered Mental Status	3	8.11%
Medical - Illness - No Appropriate Choice	2	5.41%
Medical - Injury / Trauma - Burns / Explosion	1	2.70%
Medical - Injury / Trauma - Fall	2	5.41%
Medical - Injury / Trauma - Motor Vehicle Collision	1	2.70%
Public Service	5	13.51%
Public Service - Citizen Assist - Lift Assist	3	8.11%
Public Service - Alarms (Non Medical) - Fire / Smoke Alarm	1	2.70%
Public Service - Alarms (Non Medical) - CO Alarm	1	2.70%
No Emergency	7	18.92%
No Emergency - False Alarm - Malfunctioning Alarm	1	2.70%
No Emergency - False Alarm - Accidental Alarm	2	5.41%
No Emergency - False Alarm - Other False Call	1	2.70%
No Emergency - Good Intent - Controlled Burning (Authorized)	1	2.70%
No Emergency - Cancelled	2	5.41%
Total	37	100.00%

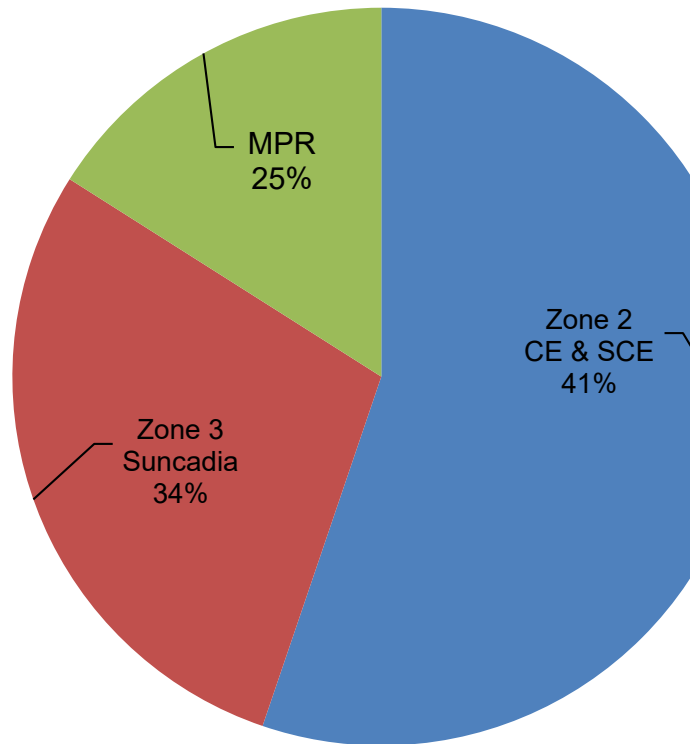








Percent of Flow - March



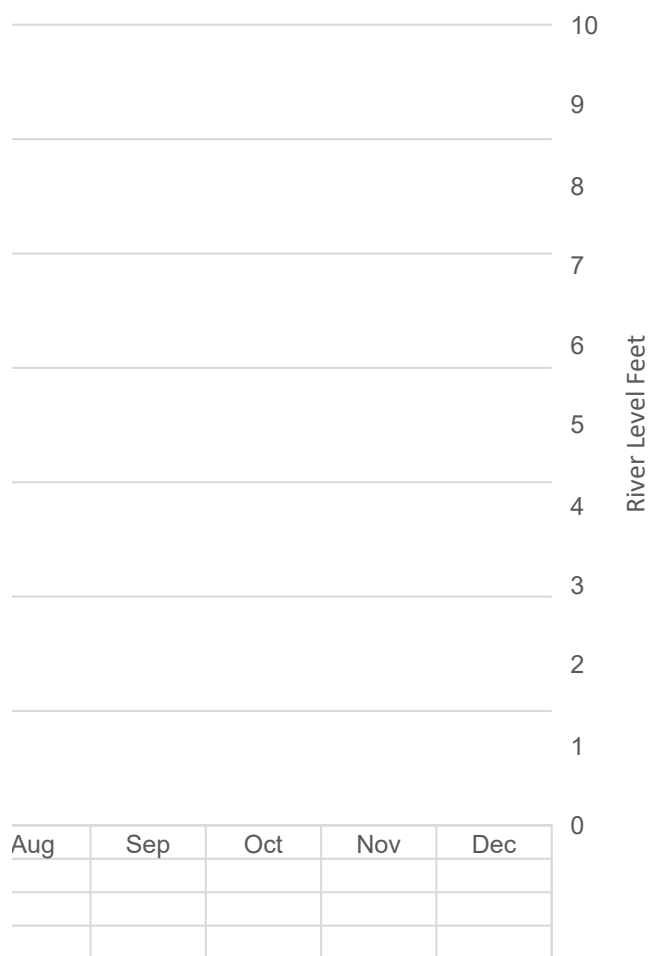
Aug	Sep	Oct	Nov	Dec

ne

Aug	Sep	Oct	Nov	Dec

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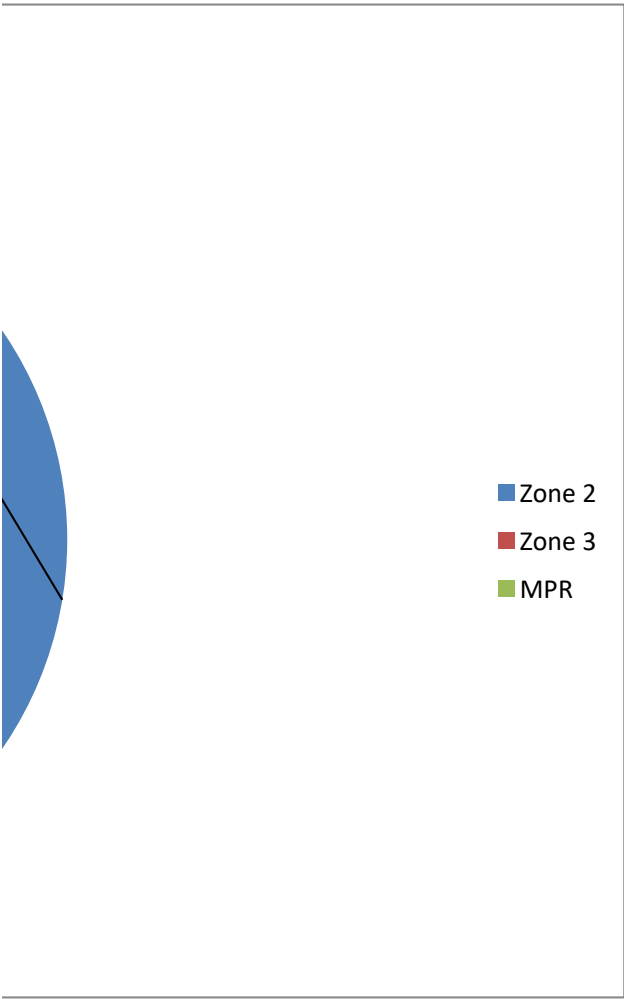
er Level



low

Five horizontal lines for data entry.

	Aug	Sep	Oct	Nov	Dec



**CITY OF CLE ELUM
Planning Department
STAFF REPORT**

Habitat for Humanity Right-of-Way Vacation (VAC-2026-001)

AGENDA DATE: May 12, 2026

ACTION REQUESTED: Public Hearing to consider a Right-of-Way Vacation in the vicinity of E Third and E Second Street, bisecting parcel 563134

BACKGROUND: On April 14, 2026, the City passed Resolution 2026-014, setting the date for a public hearing on a petition to vacate and reconfigure a segment of public right-of-way between E Third and E Second Streets to maintain north-south connectivity and provide access to the alley to the west.

There are no future City plans for development of the subject right-of-way, no recorded utility easements, and no improvements to the existing right-of-way. This right-of-way was established via Ordinance No. 1472, adopted in 2017.

On May 12, 2026, a public hearing is being conducted before the city council. Following the public hearing, the city council shall determine whether to proceed with the vacation as proposed, to modify the proposal, or deny the proposed vacation. If the city council decides to proceed with a vacation, city staff shall prepare an ordinance to vacate the right-of-way.

If approved, a certified copy of the ordinance shall be filed with the county assessor and recorded with the county auditor.

RECOMMENDATION: Planning recommends that the petition for the vacation of platted right-of-way adjacent to land owned by Habitat for Humanity Seattle-King & Kittitas Counties be approved, subject to conditions.

ATTACHMENTS: Staff Report; Petition; Dedication and Vacation Area Exhibit; Valuation; Quit Claim Deed; Resolution; Land Use Signs; Public Notice; Press Release; Parties Notified

LEAD STAFF: Colleda Monick, Planning Consultant, Senior Planner, HLA

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



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

CITY OF CLE ELUM

FINDINGS of FACT, CONCLUSIONS, & RECOMMENDATION

for

PETITION FOR RIGHT-OF-WAY VACATION

Application File: VAC-2026-001

PETITIONER: Skylar Bisom-Rapp on behalf of Floral Avenue LLC, c/o Habitat for Humanity Seattle-King & Kittitas Counties

REQUEST: The applicant is petitioning to vacate and reconfigure a segment of public right-of-way between E Third and E Second Streets to maintain north-south connectivity and provide access to the alley to the west.

PROJECT LOCATION: The subject right-of-way is a north-south corridor extending between E Third Street and E Second Street, located between Floral Avenue and Columbia Avenue, and bisecting Parcel No. 563134

PARCEL NUMBER(S): 563134, 573134, and 583134

DATE OF REQUEST: March 20, 2026

DATE OF HEARING: May 12, 2026

STAFF CONTACT: Colleda Monick, Planning Consultant

I. DESCRIPTION OF REQUEST:

The applicant is requesting to vacate a portion of public right-of-way located between E Third Street and E Second Street, situated between Floral Avenue and Columbia Avenue, and bisecting Parcel No. 563134. The request includes reconfiguration of the existing north-south corridor through vacation and dedication of replacement right-of-way to maintain connectivity between E Third Street, E Second Street, and the alley to the west. The proposed right-of-way modifications are intended to facilitate future site development, including a planned subdivision of the subject property, while maintaining adequate access and circulation.

II. SUMMARY OF RECCOMENDATION:

From the review of the site, the matters contained in the application, and a review of the Cle Elum Comprehensive Plan 2037, the Cle Elum Urban Area Zoning Ordinance, and RCW 35.79, Planning Staff makes the following:

III. FINDINGS:

- A. Background:** On March 20, 2026, the City of Cle Elum received a petition from Skylar Bison-Rapp, on behalf of Floral Avenue LLC (c/o Habitat for Humanity Seattle–King & Kittitas Counties), requesting the vacation of a portion of right-of-way. The application was deemed complete and ready for processing on April 1, 2026.

The subject right-of-way is part of a relatively recent reconfiguration established by Ordinance No. 1472, adopted in 2017. That action vacated approximately 10,197 square feet of unimproved alley in exchange for the dedication of 12,991 square feet of new right-of-way intended for future street purposes, resulting in a net increase of just under 3,000 square feet of City-owned right-of-way. As part of that action, the City Council determined that the full width of the previously existing right-of-way was no longer necessary for public use and approved its vacation to the adjoining property owner, creating the current, somewhat irregular configuration. Ordinance No. 1472 became effective on September 17, 2017.

- B. Council Authority:** The Council has jurisdiction to conduct public hearings on petitions and resolutions to vacate streets and public right-of-way pursuant to CEMC 14.30.200.
- C. Zoning Ordinance:** Technically, street rights-of-way are not designated with an underlying zoning district. However, upon vacation they become zoned the same as the properties to which they are immediately contiguous. In this case, the contiguous zoning is Residential. The entire portion of right-of-way to be vacated will be zoned Residential, consistent with the zoning that is currently located adjacent to the right-of-way.
- D. Cle Elum Comprehensive Plan 2037:** Street rights-of-way do not contain an underlying Comprehensive Plan designation. Upon vacation they will obtain the same Comprehensive Plan designation as the properties to which they are immediately contiguous. The subject portions of right-of-way, once vacated, will have a Future Land Use Designation of Residential.
- E. Revised Code of Washington (RCW) 35.79:** This chapter of state law stipulates the state's requirements for the process of vacating street right-of-way. All requirements of this chapter that can be accomplished prior to the public hearing have been fulfilled. State law provides that the property within the limits to be vacated shall belong to the owners of the lots abutting each side of the vacated area, one-half to the owners on each side of the vacated area (RCW 35.79.040).

IV. ZONING AND LAND USE:

The property being vacated is considered public right-of-way and surrounding properties have the following characteristics:

<u>Direction</u>	<u>Zoning</u>	<u>Land Use</u>
North	Residential	Single-Family Residences
South	General Commercial	Vacant Land
East	General Commercial	Commercial Development
West	Residential	Single-Family Residences

V. STAFF REVIEW:

A request for comments from city staff was made to identify any impacts of this vacation. The following comments were received from public agencies and private companies with an interest in development herein being reviewed:

- A. Traffic Engineering: No issue with the vacation. There are no future plans to develop this area or to extend utilities through the existing right-of-way.
- B. Public Works: Based on the applicant's commitment to enter into a formal maintenance agreement addressing ongoing access and maintenance responsibilities, Public Works supports the proposed right-of-way vacation, subject to execution and recording of the agreement.
- C. No public comments or agency comments were received.

VI. PUBLIC USE OF RIGHT-OF-WAY:

The subject portion of right-of-way to be vacated is completely unimproved on the surface. No curb, gutter, utilities or asphalt are located in this portion of right-of-way.

VII. CRITERIA FOR VACATION OF RIGHT-OF-WAY:

CEMC Ch. 14.30.200(E)(1) provides specific guidelines for right-of-way vacations. These guidelines include ten criteria that must be met in the granting of vacation petitions. There are as follows:

a. The need for the proposed vacation.

Staff Response: The property owner has stated the following as the reason to vacate; "The public benefits of the proposed right-of-way vacation include enabling the creation of more affordable housing lots for the City of Cle Elum and the establishment of a new public alley that aligns the layout of the subsequent development with the patterns of other blocks in the city. The area of the new alley exceeds that of the original alley vacated on September 12, 2017, measuring 10,197 square feet."

b. The current use of the street or alley.

Staff Response: There is no current use as it is undeveloped.

c. Easements within the right-of-way.

Staff Response: There are no recorded easements through the right-of-way.

d. Whether the proposed vacation is consistent with the goals and policies of the comprehensive plan.

Staff Response: *The City's Comprehensive Plan has the following policies regarding the right-of-way vacations. In each instance, this vacation meets these requirements.*

Transportation Policy #11: Street and alley vacations should be supported when: a) The right of way to be vacated is not needed for future public use; b) The right of way to be vacated is not needed for the interconnection of the roadway system; c) The adjoining property owners have demonstrated a need for the vacation; and d) The resulting configuration of the street and/or alley, conforms with the adopted City plans, ordinances, and development regulations.

Transportation Policy #12: Street vacations should only be supported in Downtown and in neighborhoods that have been developed around a traditional grid system when the resulting configuration will not significantly interrupt the function of the overall grid system.

e. Whether the street or alley abuts a body of water (See RCW 35.79.035).

Staff Response: *N/A*

f. The impact of the proposed vacation on neighboring properties.

Staff Response: *The portion of right-of-way proposed for vacation is currently unimproved and does not function as part of the City's developed transportation network. The subject segment does not provide through-access or connectivity consistent with the City's grid system and instead terminates in a manner that interrupts the established block pattern.*

The proposed reconfiguration retains necessary access and does not eliminate any existing vehicular or pedestrian connections serving adjacent properties. As a result, no properties are rendered landlocked, and no changes to existing access points are required.

Given the lack of existing improvements, absence of functional connectivity, and continued provision of access, staff does not anticipate adverse impacts to neighboring properties. Instead, the vacation removes a remnant right-of-way segment that does not contribute to circulation while allowing for a more logical and efficient property configuration.

g. Potential environmental impacts

Staff Response: *The site is adjacent to two fish-bearing streams; however, the proposed vacation and revised layout have been designed to avoid impacts or encroachment on these sensitive areas. Staff finds no environmental concerns associated with the request.*

h. Potential impacts on the public health, safety, and welfare.

Staff Response: *The proposed vacation poses no adverse effects on public health, safety, or welfare. By facilitating development by Habitat for Humanity,*

the project supports the community by providing additional affordable housing opportunities.

i. The public benefit of the proposed vacation.

Staff Response: The vacation enables reconfiguration of the right-of-way to improve connectivity while supporting community goals, including affordable housing and effective use of land, providing a tangible public benefit.

j. The recommended methodology for determining the value of the street or alley to be vacated.

Staff Response: The valuation method was conducted by Private Valuations, Inc.. Based on the research of the surrounding parcels, the value was based on the rate of increase consistent with surrounding parcels for size in relation to value. The estimated value of the additional lot square footage is \$12,000.

VIII. COMPENSATION:

A. CEMC 14.30.200(G)(1) states, “The owner(s) of the property abutting the street or alley to be vacated shall pay to the city an amount not to exceed one-half of the full appraised or assessed value of the area to be vacated as determined by the city.”

B. CEMC 14.30.200(G)(1)(a) states, “If the street or alley has been part of a dedicated public right-of-way for twenty-five years or more, or if the subject property or portions thereof were acquired at public expense, the city may require the owners of the property abutting the street or alley to compensate the city in an amount that does not exceed the full appraised or assessed value of the area vacated.”

The appraised value, as provided by the Petitioner, is reported as \$12,000 as determined by Private Valuations, Inc. (Half is \$6,000)

Staff Response: The Petitioner is proposing to dedicate replacement right-of-way to the City as part of the overall reconfiguration associated with this vacation request. The area to be dedicated is intended to provide equal or greater functional utility and comparable value to the area proposed for vacation, resulting in no net loss of public right-of-way.

Consistent with CEMC 14.30.200(G)(1), which establishes a maximum compensation amount but does not prescribe the form such compensation must take, staff finds that the proposed dedication of replacement right-of-way constitutes in-kind compensation. Based on the information provided, the value of the land to be dedicated is reasonably equivalent to, or exceeds, the value of the area to be vacated.

Staff also notes that a similar approach was utilized in this same location under Ordinance No. 1472, adopted in 2017, which vacated approximately 10,197 square feet of unimproved alley in exchange for the dedication of 12,991 square feet of new right-of-way, resulting in a net increase in City-owned right-of-way. That action established the current configuration and reflects a precedent of using right-of-way exchange, rather than monetary compensation, to achieve a more functional and efficient public street layout.

Accordingly, staff finds that the compensation requirement of CEMC 14.30.200(G) is satisfied through the proposed land exchange, and no additional monetary compensation is necessary. The City retains the discretion under CEMC 14.30.200(G)(1)(a) to require compensation up to the full appraised value; however, given the proposed dedication, prior precedent, and resulting public benefit, staff does not recommend requiring additional payment.

IX. TRAFFIC STUDY:

The City of Cle Elum's Engineer has determined that a traffic study is not required for this right-of-way vacation.

X. ENVIRONMENTAL REVIEW:

Street vacations are categorically exempt from SEPA review (WAC 197-11-800(2)(i)).

XI. PUBLIC NOTICE:

The Cle Elum City Council set the date of this public hearing for street vacation on April 14, 2026, by Resolution NO. 2026-014, in accordance with RCW 35.79.010.

Other notices of this hearing were provided for in the following manner:

Posting of the property	April 16, 2026
Adjoining property owners notified	April 16, 2026
Legal ad published	April 16, 2026
Posting in three public places (City Hall, Library, UKC Senior Center)	April 16, 2026

XII. CONCLUSION:

1. Petition signatures for this vacation were obtained from the necessary two-thirds of the property owners fronting the right-of-way.
2. If approved, the vacated right-of-way will be incorporated into the adjoining parcel and zoned consistent with the underlying Residential designation.
3. The proposal includes dedication of replacement right-of-way to maintain north-south connectivity and access to the alley to the west, ensuring no properties are denied access to the public street system.
4. The proposed vacation and reconfiguration do not conflict with any planned street improvements or other adopted plans or projects of the City of Cle Elum.
5. The vacation facilitates a revised site layout that supports development of affordable housing, providing a benefit to both the applicant and the community.
6. A traffic study was not required for this proposal, as the unimproved right-of-way does not currently serve vehicular traffic and connectivity is maintained through the revised layout.
7. All applicable requirements for street vacations under RCW 35.79 have been satisfied.

8. Compensation to the City is at the discretion of the City Council per CEMC 14.30.200; however, the applicant proposes dedication of replacement right-of-way of equal or greater value, which may be considered in lieu of monetary compensation.
9. No significant adverse impacts to surrounding properties, critical areas, or public health, safety, and welfare have been identified.
10. No letters were received during the public comment period, which closed on May 5, 2026.

XIII. RECOMMENDATION:

Planning recommends that the petition for the vacation of platted right-of-way adjacent to land owned by Habitat for Humanity Seattle-King & Kittitas Counties be approved, subject to the following conditions:

1. Prior to adoption of the Ordinance vacating the right-of-way, the applicant shall dedicate replacement right-of-way acceptable to the City to maintain north-south connectivity and access to the alley to the west.
2. The location, width, and design of the replacement right-of-way shall be subject to review and approval by the City Engineer and Public Works Director.
3. All necessary easements shall be granted to ensure no parcel is denied access to the public street system.
4. Prior to recording, all required right-of-way dedications, easements, and associated documents shall be prepared, reviewed, and recorded in a form acceptable to the City.
5. Any applicable environmental regulations, including protections for fish-bearing streams and associated buffers, shall be met at the time of development.
6. Compensation to the City for the vacation shall be determined by the City Council; however, the dedication of replacement right-of-way may be considered in lieu of monetary compensation.
7. Prior to recording the Ordinance, all outstanding fees and invoices owed to the City shall be paid in full.
8. The vacated right-of-way shall be zoned Residential.

Council Actions, Options and Potential Motions:

Approval as Recommended

Move to approve the right-of-way vacation as presented in the staff report, adopting the findings, conclusions, and recommended conditions of approval therein, and determining that the proposed dedication of replacement right-of-way satisfies the compensation requirements of CEMC 14.30.200(G), and direct staff to prepare the necessary ordinance.

Approval with Modified Conditions

Move to approve the right-of-way vacation, adopting the findings and conclusions in the staff report, with modifications to the conditions of approval as discussed, and direct staff to prepare the necessary ordinance reflecting those modifications.

Approval with Monetary Compensation

Move to approve the right-of-way vacation, adopting the findings and conclusions in the staff report, but requiring monetary compensation in the amount of \$_____, consistent with CEMC 14.30.200(G), in addition to or in lieu of the proposed right-of-way dedication, and direct staff to prepare the necessary ordinance.

Continue the Public Hearing

Move to close the public hearing and continue the item to a date certain of _____ to allow for additional information and/or revisions to the proposal.

Denial

Move to deny the proposed right-of-way vacation based on the findings discussed.

HABITAT FOR HUMANITY VAC_2026_001

EXHIBIT LIST

Petition for Right-of-Way Vacation
Dedication and Vacation Area
Valuation
Quit Claim Deed
Resolution for Set Date (Resolution No. RES 2026-014)
Land Use Action Signs
Notice of Petition & Public Hearing
Press Release
Parties Notified



City of Cle Elum

**Petition to Vacate a
City Right-of-Way**

Application Packet

City of Cle Elum, Planning Division
119 West First Street, Cle Elum, WA 98922
Phone#: (509) 674-2262 Email: planning@cleelum.gov

STREET OR ALLEY VACATIONS

Vacating an unused or unnecessary public street or alley can create areas for commercial development or neighborhood improvements and place property back on the tax rolls. The decision to vacate the street or alley is made by the City Council. Procedures for processing Right-of-Way Vacations are outlined in CEMC 14.30.200, which are in compliance with the provisions of Washington State law (RCW 35.79).

Petition: Persons or parties wishing to vacate a public street, alley or right-of-way (for access) must first submit a petition on a form prescribed by the Administrative Official and shall be signed by the owners of more than two-thirds of linear frontage of the property abutting the portion of the public right-of-way sought to be vacated. Every petition shall be accompanied by the following: A) a title report for all properties adjacent to the proposed vacated right-of-way; B) a vicinity map showing the general area of the proposed vacation; C) a legal description of the property to be vacated; D) a copy of the record of survey, if available, for the subject right-of-way proposed for vacation, and abutting properties, streets and alleys within 100 feet on all sides of the proposed vacation; E) written evidence of any and all utility easements, or reservations, whether public or private, pertaining to the public right-of-way proposed for vacation, and, if the subject right-of-way encompasses any private utilities, a letter from all utility companies within the right-of-way consenting to the vacation shall be required and submitted to the City of Cle Elum; and F) a written narrative describing the reasons for the proposed vacation, the physical limits of the proposed vacation and the public benefit of the proposed vacation. Every petition for the vacation of any public right-of-way or any part thereof shall be accompanied by an application fee.

Talk to the City Planner: Before preparing your application, you may wish to have the City Planner review your proposal. The City offers "Pre-Application" meetings in which you can gain a better understanding of the review process and potential requirements for your project from various City departments before you formally submit your land use application and pay the application fee. More information and instructions for applying for a Pre-Application meeting can be found online: <https://cityofcleelum.com/wp-content/uploads/2023/03/PREAP-Final-2022.pdf>

Submit Your Application: Once you have submitted an application with the items listed above, a Planner will assist you in the review. To expedite the process, be sure that all parts of the application package are completed.

Compensation: The Applicant shall compensate the City in an amount which does not exceed one-half the appraised value of the area so vacated. If a public right-of-way has been part of a dedicated public right-of-way for twenty-five years or more, or if the subject property or portions thereof were acquired at public expense, the City may require the owners of the property abutting the public right-of-way to compensate the City in an amount that does not exceed the full appraised value of the area vacated. The value of the vacated property shall be determined by an independent appraisal of the vacated property, paid for by the Applicant. All appraisals shall take into consideration the public improvements within the right of way to be vacated, according to their original or depreciated value as may be appropriate in the judgment of the appraiser.

Public Notice: Public notice requirements for right-of-way vacations include: posting the property, publishing a legal notice in a newspaper of general circulation, and posting a notice in three public places, as well as notice to all property owners within 300 feet of the proposed right-of-way vacation by postcard or paper notice. You are encouraged to discuss your proposal with your neighbors. While this is not a requirement, it is often helpful to both the neighborhood in answering questions and concerns.

Public Hearing: The City Council will conduct a public hearing to review the staff recommendation and take public testimony from those both for and against the vacation. You must attend this public hearing.

Appeal the Decision?: For right-of-way vacation decisions, City Council's Decision is final unless appealed to Superior Court. If you are not satisfied with the decision, discuss your concerns with the Planner.



LAND USE APPLICATION
CITY OF CLE ELUM, PLANNING DEVELOPMENT

119 WEST FIRST STREET, CLE ELUM, WA 98922

PHONE: (509) 674-2262 EMAIL: planning@cleelum.gov

INSTRUCTIONS – PLEASE READ FIRST Please type or print your answers clearly.

Answer all questions completely. If you have any questions about this form or the application process, please ask a Planner. Remember to bring all necessary attachments and the required filing fee when the application is submitted. The Planning Division cannot accept an application unless it is complete and the filing fee paid. Filing fees are not refundable. **Consulting fees may apply.** This application consists of four parts. PART I - GENERAL INFORMATION AND PART IV – CERTIFICATION are on this page. PART II and III contain additional information specific to your proposal and MUST be attached to this page to complete the

PART I – GENERAL INFORMATION

1. Applicant's Information:	Name:	Skylar Bisom-Rapp, MAPD - Manastash Architecture Planning & Development						
	Mailing Address:	421 N Pearl St, Ste 100						
	City:	Ellensburg	St:	WA	Zip:	98926	Phone:	(509) 304-2335
	E-Mail:	skylar@mapd.co						
2. Applicant's Interest in Property:	Check One:	☐ Owner	☒ Agent	☐ Purchaser	☐ Other			
3. Property Owner's Information (If other than Applicant):	Name:	Floral Avenue LLC, C/O Habitat for Humanity Seattle-King & Kittitas Counties						
	Mailing Address:	ATTN: John Gillilan, 500 Naches Ave S, Suite 200						
	City:	Renton	St:	WA	Zip:	98057	Phone:	(206) 225-8909
	E-Mail:	John.Gillilan@habitatshkc.org						
4. Subject Property's Assessor's Parcel Number(s): 563134, 573134, 583134								
5. Legal Description of Property. (if lengthy, please attach it on a separate document) CLE ELUM; HAZELWOOD ADD., PTN LOTS 6 THRU 15, BLK 23; PTN VAC ALLEY; SEC 25, TWP 20, RGE 15; TWN CLE ELUM; HAZELWOOD ADD., PTN OF LOTS 16-17, BLK 23 AND PTN VAC ALLEY; SEC 25, TWP 20, RGE 15; TWN CLE ELUM; HAZELWOOD ADD., PTN OF LOTS 16-17, BLK 23 AND PTN VAC ALLEY; SEC 25, TWP 20, RGE 15								
6. Property Address: 903 E 2nd St, Cle Elum, WA 98922								
7. Property's Existing Zoning: Single Family Residential								
8. Type Of Application: (Check All That Apply)								
☒ Right-of-Way Vacation ☐ Other _____								

PART II – SUPPLEMENTAL APPLICATION, PART III – REQUIRED ATTACHMENTS, & PART IV – NARRATIVE

SEE ATTACHED SHEETS

PART V – CERTIFICATION

I certify that the information on this application and the required attachments are true and correct to the best of my knowledge.

John Gillilan

03/19/26

Property Owner's Signature

Date

S-BR

03/18/2026

Applicant's Signature

Date

FILE/APPLICATION(S)#

DATE FEE PAID:

RECEIVED BY:

AMOUNT PAID:

RECEIPT NO:



Supplemental Application For:
RIGHT-OF-WAY VACATION

PART II - LOCATION

1. VICINITY - LOCATION OF RIGHT-OF-WAY TO BE VACATED: Proposing the vacation of 12,991 square feet in Block 23 of the Hazelwood Addition (per Ordinance No. 1472), and the dedication of 11,603 square feet to the City for a new alley right-of-way.

2. LEGAL DESCRIPTION OF THE RIGHT-OF-WAY TO BE VACATED: (Attach if lengthy)

See attached Exhibit A

PART III - APPLICATION INFORMATION

1. A WRITTEN NARRATIVE: (Please submit a written response to the following questions)

A. What is the public benefit, reason for, and limitations of the proposed right-of-way vacation?

The public benefits of the proposed right-of-way vacation include enabling the creation of more affordable housing lots for the City of Cle Elum and the establishment of a new public alley that aligns the layout of the subsequent development with the patterns of other blocks in the city. The area of the new alley exceeds that of the original alley vacated on September 12, 2017, measuring 10,197 square feet.

B. Does the vacation deny sole access to a public street for any property?

No

C. Is the proposal consistent with existing plans of the City? (Petitions should be consistent the Urban Area Comprehensive Plan and other official City Plans and policies)

Yes, the proposal is consistent with existing plans in the city, showing substantial similarity to the alleys proposed in the original Hazelwood Addition plat from 1888, as well as with other existing alleys in Cle Elum. New alleys will be constructed to city standards.

D. Is the vacation appropriate with existing zoning and land use? (Vacation of Right-of-Ways should be appropriate with existing and anticipated development in the area, based upon zoning, current use and long-range plans)

Yes, the vacation is appropriate with existing zoning to allow for residential access to proposed lots, similar to other typical residential development in Cle Elum.

E. Are there any public or franchised utilities in the right-of-way to be vacated and if so, will they be relocated?

No, the existing mapped right-of-way has not been developed. New utilities will be coordinated to the proposed alley rights-of-way.

PART IV - REQUIRED ATTACHMENTS

1. PETITION TO VACATE STREET OR ALLEY REQUIRED (attached)

2. TITLE REPORT FOR ALL ADJACENT PROPERTIES

3. SURVEY OF THE AREA TO BE VACATED

4. APPRAISAL OF THE PROPERTY (an appraisal is required)

5. ENGINEERING PLAN (may be required to indicate how the curb, gutter and other physical features will be treated after the vacation is enacted.)

6. TRAFFIC ANALYSIS (A traffic analysis prepared by a Certified Engineer, which describes the impact to the City transportation network of the closure of the right-of-way, may be required depending on the right-of-way being vacated. As a result of that analysis, a Traffic Study may also be required)

PETITION NO.

CITY OF CLE ELUM,
WASHINGTON
PETITION TO VACATE STREET OR ALLEY

To the City Council of the City of Cle Elum, Washington.

Comes now the undersigned petitioners and, pursuant to RCW Chapter 35.79, now respectfully show:

The undersigned petitioners request that the following described street, alley or portion thereof, located in the City of Cle Elum, be vacated pursuant to RCW 35.79 (***provide legal description below, or attach to petition if lengthy***).

Each of the undersigned petitioners is the owner of an interest in real estate abutting on the above-described area. The undersigned petitioners constitute owners of more than two-thirds of said abutting property.

Wherefore, petitioners pray that proceedings be heard hereon for the vacation of said area in the manner prescribed by RCW Ch. 35.79.

John Gillilan, Floral Avenue LLC	500 Naches Ave S, Suite 200, Renton, WA 98057	
Owner	Address	
<i>John Gillilan</i>	03/19/26	100%
Signature	Date	Ownership %

Owner	Address	
Signature	Date	Ownership %

Owner	Address	
Signature	Date	Ownership %

(If there are more property owners than what is room for please attach a separate list of property owners abutting the right-of-way to be vacated as well as their address, percentage of frontage on the right-of-way, and signature with date and the total ownership percentage of the property owners participating in this vacation)

**CITY OF CLE ELUM PLANNING DIVISION
PROCEDURAL GUIDELINES FOR RIGHT-OF-WAY VACATION PETITIONS**

Once a petition to vacate a right-of-way, application form and fee have been filed with the City of Cle Elum, the petition and application will be reviewed by the staff and determined to be complete or incomplete. When determined to be sufficient, the City Clerk will be notified and a petition number assigned to the petition.

The City Council must set the date of public hearing by Resolution during a regular meeting of the Cle Elum City Council. The City Council will conduct the public hearing. State statutes dictate that the public hearing be held no less than 20 and no more than 60 days from the date of "set date" by City Council.

The applicant is responsible for posting the site of the proposed vacation with a land use action sign provided to them by the City while the Planner is responsible for posting written notice of the pendency of the petition in three public places including: the City Hall Lobby, the Kittitas County Courthouse, and the Kittitas County Auditor's Office. The land use action sign should be visible from all affected public rights-of-way.

ALL POSTING MUST OCCUR 20 DAYS PRIOR TO THE PUBLIC HEARING. POSTING OF THE LAND USE ACTION SIGN MUST OCCUR PRIOR TO THE CITY SENDING THE NOTICE OF APPLICATION AND PUBLIC HEARING.

Prior to the public hearing the staff will conduct a technical review involving notification to all city departments and public agencies which may have an interest in the right-of-way. City staff will prepare a recommendation based upon the comments received by the Planning Department from various agencies and departments. The recommendation will consider the need to retain an easement through the subject area.

All property owners within 300 feet of the subject area will be notified by mail, using the records of the Kittitas County Assessor.

The City Council action is at a Public Meeting. The final action by the City Council requires a two-step process of set date for public meeting, and the actual public meeting to affirm or reject the recommendation of staff. If the recommendation from staff is for approval staff shall prepare an information packet for the City Council, and agenda sheet. City Legal and Planning Staff will prepare an Ordinance to enact the vacation which includes the terms and conditions of the vacation, including,

- The compensation required, as specified;
- Whether an easement will be retained, for what purpose, its location and width;
- The length of time the petitioners will be allotted to complete the required improvements and submit the compensation to the City of Cle Elum, after which time the Ordinance becomes null and void; and
- Other conditions specified in the staff's written recommendation.

If the Staff recommends denial of the petition to vacate a public right-of-way, staff shall forward to the City Council the recommendation and pertinent contents of the City right-of-way vacation file.

Planning staff shall notify the applicants of the City Council's final decision for the right-of-way vacation.

HES_09-2025_Right-of-Way-Vacation-Application

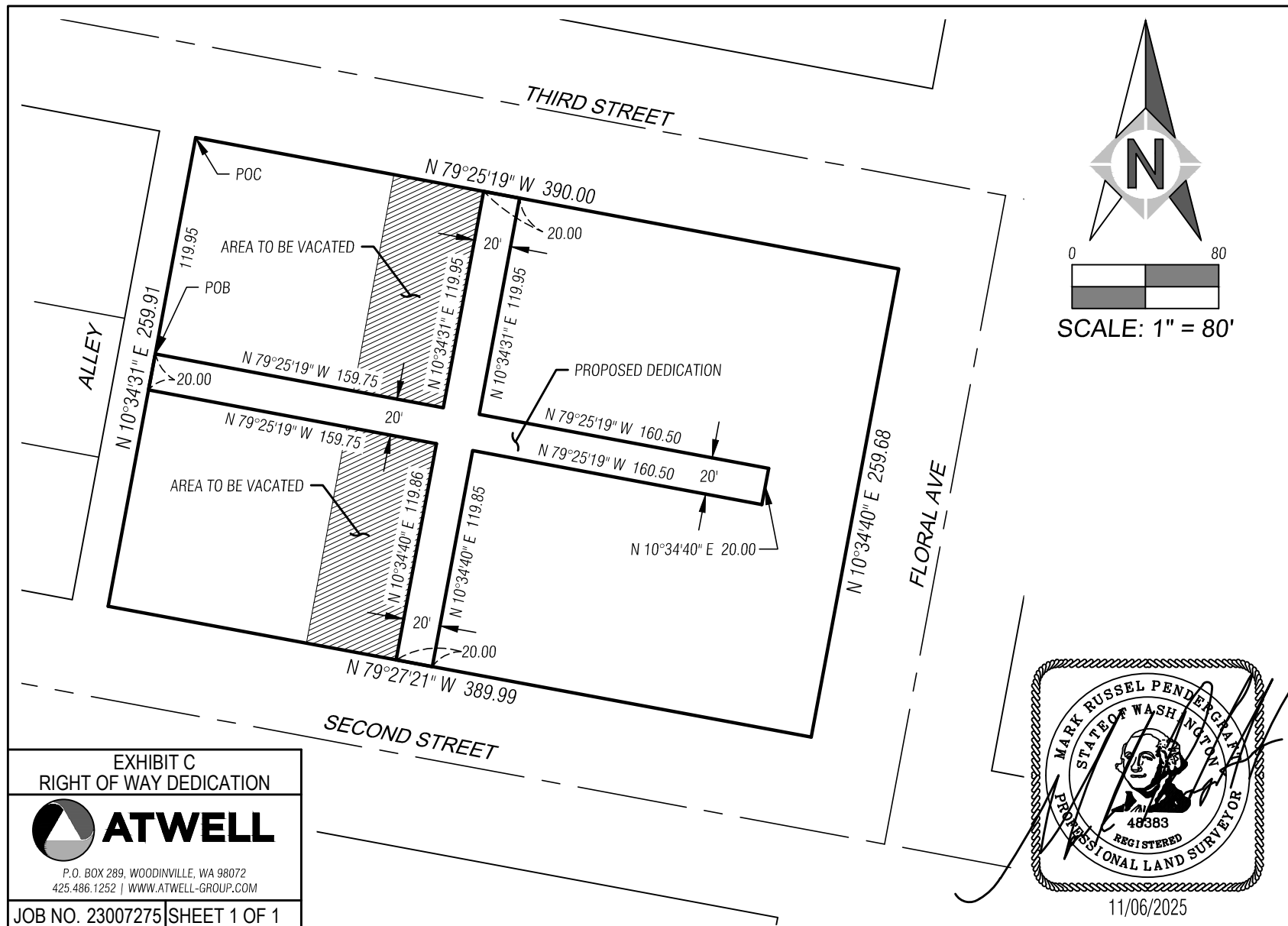
Final Audit Report

2026-03-19

Created:	2026-03-19
By:	Shannyn Towe (shannyn.towe@habitatskc.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAYe_YknCHAQuCYDgVQuMxEzW-kS4Enmj

"HES_09-2025_Right-of-Way-Vacation-Application" History

-  Document created by Shannyn Towe (shannyn.towe@habitatskc.org)
2026-03-19 - 6:29:38 PM GMT
-  Document emailed to John Gillilan (john.gillilan@habitatskc.org) for signature
2026-03-19 - 6:29:44 PM GMT
-  Email viewed by John Gillilan (john.gillilan@habitatskc.org)
2026-03-19 - 6:29:52 PM GMT
-  Document e-signed by John Gillilan (john.gillilan@habitatskc.org)
Signature Date: 2026-03-19 - 7:49:21 PM GMT - Time Source: server
-  Agreement completed.
2026-03-19 - 7:49:21 PM GMT





PRIVATE VALUATIONS, INC.

2841 – 275th Avenue SE, Sammamish, WA 98075 | T 425.688.1700 | www.PrivateValuations.com

November 6, 2025

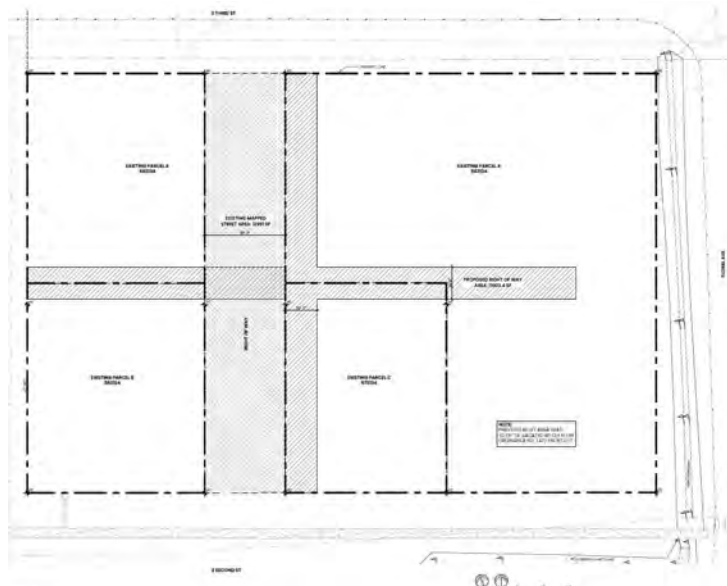
Habitat for Humanity Seattle, King County and Kittitas County
c/o Daniel McCune

Director of Construction
500 Naches Avenue SW, Ste. 200
Renton, WA 98057

At your request, we have attached this addendum letter to our appraisal completed February 27, 2024, of the currently vacant residential parcels located at 903 #ast Second Street in Cle Elum, Washington, (hereinafter referred to as “the Subject”). The effective date of that appraisal was February 23, 2024, and is hereby included within this addendum of value.

The scope of this letter is for the purpose of a boundary (lot) line adjustment to allow to vacate a city right of way by the City of Cle Elum. It is to allow for the modification of common property lines between two adjacent parcels in order to accommodate a minor transfer of land. The adjustment or elimination process shall not create any additional lots, tracts or parcels, nor shall it create a buildable lot from a parcel not originally intended to be buildable. The two lots shall contain sufficient area and dimension to meet minimum current requirements for zoning and building purposes.

The proposed Quit Claim consists of the shifting of portions of tax parcels 573134 & 583134 as illustrated in the following site plan for right of way. The area of the right-of-way will be reduced by 1,388 square feet.



QUIT CLAIM DEED

Reference Number: N/A

Grantor: Cle Elum Partners, LLC a Washington limited liability company

Grantee: City of Cle Elum, a political subdivision of the State of Washington

Legal Description: Exhibit A

Abbreviated Legal: Lots 16, 17, 18, 19 and 20, Block 23, HAZELWOOD ADDITION, TO THE TOWN (NOW CITY) OF CLE ELUM, in the County of Kittitas, State of Washington, as per plat thereof recorded in Book 2 of Plats, page 23, records of said County.

Assessor's Tax Parcel Number(s): 573134 and 583134

A full copy of the Quit Claim Deed and plat maps can be found at the end of this letter.

A search for comparables that may indicate a value change to the Subject from the date of our original appraisal was completed. No strong comparables were found that would alter our conclusion as of February 23, 2024. We completed a site visit to the Subject property on October 16, 2025, and the property for all intents and purposes is the same as it was on February 23, 2025.

In addition to our analysis, we have completed an appraisal of two parcels located in the Subject area within the past several months. This appraisal, in addition to our prior appraisal indicates that the value conclusion arrived at in February of 2024 is still reasonable and the most likely value of the Subject property should it be put on the market again.

Considering our concluded value of \$12.50 per square foot, the alteration of the square foot area of the Subject and our adjustments as presented in our appraisal the difference in value for the Subject property, is \$12,000, rounded.

	\$/SF Avg	Concluded \$/SF	Value
Prior to Alteration	\$12.37	\$12.50	\$1,105,000
After Alteration	\$12.31	\$12.44	\$1,116,963
Value Difference	\$0.06	\$0.06	\$11,963

Concluded As Is Value

Based upon our investigation and analysis, the as is market value of the alteration of the right of way as of October 16, 2025, is reasonably represented as **\$12,000 (TWELVE THOUSAND DOLLARS)**.

This and the attached appraisal is intended to comply with the Uniform Standards of Professional Appraisal Practice as adopted by the Appraisal Foundation, and the requirements of the Financial Institutions Reform, Recovery and Enforcement Act of 1989 (FIRREA): Office of the Comptroller of the Currency, 12 CFR Part 323, Subpart C-Appraisal.

Our investigation included a visit to the Subject site, and consideration of other factors that were deemed necessary. We also reviewed information concerning the economy and market in which the Subject competes. Pertinent information provided by the Client was accepted without further verification as correctly reflecting the history and nature of the Subject property.

Restrictions and Limitations

The opinion of value expressed herein is valid only for the stated purpose, intended use, and effective date of the appraisal. Furthermore, it is only intended to be used by the Client and the intended users as defined above and should not be relied upon by any other party.

No part of this report shall be conveyed to the public through advertising, public relations, news, sales, mail, direct transmittal, or other media, without the prior written consent and approval of Private Valuations, Inc. (PVI).

Future services regarding the subject matter of this report, including but not limited to testimony or attendance in court shall not be required of PVI unless previous arrangements have been made in writing.

No responsibility is assumed for the legal description or for matters including legal or title considerations. Title to the property is assumed to be good and marketable unless otherwise stated.

The information furnished by others is believed to be reliable and has been confirmed with public records or a knowledgeable party when possible. However, no warranty is given for its accuracy.

It is assumed that there are no hidden or unapparent conditions of the property, subsoil, or structures that render it more or less valuable. No responsibility is assumed for such conditions or for arranging for engineering studies that may be required to discover them.

Certificate of Appraiser

I certify that, to the best of my knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial and unbiased professional analyses, opinions, and conclusions.
- I have no present or prospective interest in the property that is the subject of this report, and no personal interest with respect to the parties involved.
- I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- George R. Naumann has made a personal site visit to the property that is the subject of this report.
- Private Valuations, Inc. and the appraiser signing this report has performed a previous appraisal of this property with an effective date of February 23, 2024.

- No one provided significant real property appraisal assistance to the people signing this certification.

Washington State has a mandatory re-certification program for all of its certified real estate appraisers. Each certified appraiser signing below is in compliance with that program.

Respectfully Submitted,
PRIVATE VALUATIONS, INC.



GEORGE R. NAUMANN
President
State-Certified General
Real Estate Appraiser #1101020

35064 – Cle Elum, Habitat for Humanity

Property Identification

The Subject is three vacant parcels located at 903 East Second Street, Cle Elum, Washington. It has frontage on all sides and in essence is an entire city block in the City of Cle Elum, a small rural town. The site and improvements are more thoroughly described in the Site Data and Improvements sections, respectively.

Legal Description

The legal description of the Subject property is as follows:

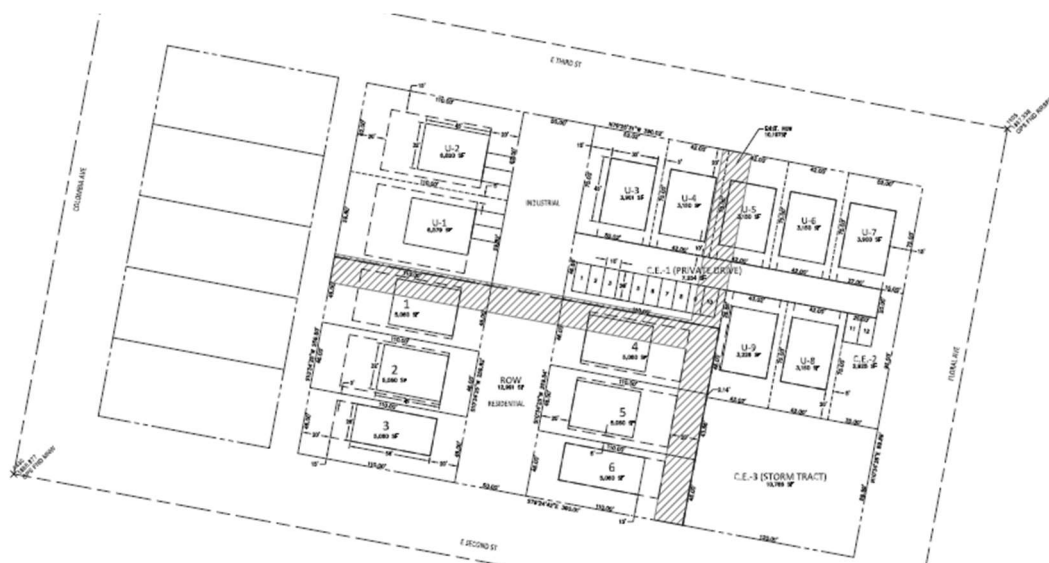
Parcel #583134: Twn Cle Elum; Hazelwood Add; Ptn Lots 18-20; Block 23; Ptn Vac Alley

Parcel #573134: Twn Cle Elum; Hazelwood Add; Ptn Lots 16-17; Block 23; Ptn Vac Alley

Parcel #563134: Twn Cle Elum; Hazelwood Add; Ptn Lots 6-15; Block 23; Ptn Vac Alley

Ownership

According to public records, Floral Avenue, LLC owns the fee simple in the Subject real property.



Definitions

The term “**market value**,” as used in this appraisal, is defined as the most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently and knowledgeably, and assuming the price is not affected by undue stimulus. Implicit in this definition are the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

- buyer and seller are typically motivated;
- both parties are well informed or well advised, and acting in what they consider their own best interest;
- a reasonable time is allowed for exposure in the open market;

- payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and
- the price represents the normal consideration for the property sold, unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.

Appraisal Institute, Appraisal of Real Estate, 15th Edition, (2020), Identifying the Type of Value and Its Definition, page 49. ISBN 97819353228780.

A “**fee simple interest**” is defined as a fee without limitations to any particular class of heirs or restrictions, but subject to the limitations of eminent domain, escheat, police power, and taxation; an inheritable estate.

Appraisal Institute, Appraisal of Real Estate, 15th Edition, (2020), Identifying the Type of Value and Its Definition, page 60-62,. ISBN 97819353228780.

Purpose, Use and Date of this Addendum to the Appraisal

The purpose of this appraisal is to determine the market value, as defined herein, of the fee simple in the Subject real property, as is, as of August 12, 2025, for consideration in support of financing. A site visit was completed on August 12, 2025

Property History

The Subject was purchased by the current owner via a Warranty Deed on May 23, 2024 for \$1,100,000.

The previous owner purchased the Subject land and improvements through a Statutory Warranty Deed on February 28, 2017, for \$372,790 from the Bator Family, LLC. A transaction with the City of Cle Elum occurred on two of the parcels on January 17, 2018, in regard to vacating an alley and portions of the parcels dedicated to the city road right away.

The Subject was listed for sale with an asking price of \$1,250,000 prior to the current offer that has been accepted.

Extraordinary Assumptions & Hypothetical Conditions

An extraordinary assumption is made that the proposed right-of-way will be completed as described to us in the site plan expeditiously executed in a timely fashion.

Neither a Phase I or Phase II environmental study was provided. We are not qualified environmental inspectors capable of making any determination of environmental contamination. We have made the extraordinary assumption that there are no significant environmental issues located on the property. Should it be deemed that there is an environmental issue, we reserve the right to amend our value conclusion based on the cost of remediation or risk associated with it.

The appraiser’s opinions, conclusions, and assignment results are based upon the extraordinary assumption that public records, as well as real estate specialist’s and salesperson’s published electronic data relied upon, are consistent and true with the actual conditions of the Subject or comparable property. If the conditions of the Subject or comparable property are different from those associated with the extraordinary assumption, the opinions, conclusions, and assignment results of this report may be affected.

In addition, we make the extraordinary assumption that any and all data collected directly through the Client, buyer, seller, tenant and/or lessor, presented either verbally, electronically, or via physical documents, are true and correct and reflect the actual state of the financial history of the Subject, are the true agreed upon lease terms, if any, the actual purchase and sales agreement terms are presented and any other pertinent documents given are accurate.

We are not aware of negative easements, covenants or restrictions affecting the marketability of the Subject, nor any apparent encroachments.

There have not been any hypothetical assumptions made within this appraisal.

Exhibit A – Description of Private Valuations, Inc.

Private Valuations, Inc. is a full-service valuation firm. We appraise businesses, controlling and non-controlling business interests, intangible business assets, commercial and investment real estate, and fractional interests in real estate. In addition, we provide related services, including value-based strategic planning assistance for businesses and real estate development services.

Our clients and their other professional advisors use our valuation services in a wide variety of contexts, including:

- **Estate planning and valuation** - controlling interests and non-controlling interests in family limited partnerships & LLCs; corporations; real estate;
- **Mergers, Acquisitions, and Divestitures** - valuations for determining offering prices and meeting lenders' requirements; fairness opinions; solvency opinions; allocation of acquisition price for financial and tax reporting purposes; due diligence investigations;
- **Corporate Strategic Planning** - identification of productive and non-productive assets; establishment and/or refinement of company goals; and development & implementation of plans to achieve goals;
- **Employee Stock Ownership Plans** - preliminary stock values in feasibility studies; fully documented stock values in support of initial transfers; periodic updates as required;
- **Real Estate Financing** - hotels and motels; commercial; industrial; multi-family residential; proposed developments; raw land;
- **Ad Valorem Property Tax Appeals** – specializing in industrial plants; preliminary analysis to determine potential savings; fully documented appraisals; participation in negotiations with taxing authorities; and testimony before tax appeal bodies at all levels;
- **Cost Segregation (Component Depreciation)** – new properties and property transfers;
- **Real Estate Development** – preliminary and final economic feasibility analyses; market analysis; assistance in securing land use approvals; liaison with city or county planning staff; and
- **Litigation Support** - preliminary consulting on value issues; fully documented appraisals; and experienced, expert testimony, both pre-trial and at trial.

We tailor our engagements to meet each client's needs. Engagements can range from brief consulting assignments to detailed, fully documented written reports or action plans.

We carry out engagements with a seasoned professional staff. Our staff members hold undergraduate degrees in economics, agricultural economics, business administration, forestry, journalism and engineering. In addition, several hold advanced degrees in business administration, law and economics. All of our staff members have specialized continuing education in business valuation and/or real estate appraisal, and several are state-certified general real estate appraisers.

State Unified Business ID # 601-603-229

Federal Tax ID # 91-1674946

Exhibit B – Qualifications of Valuation Consultants

George R. Naumann

George Naumann appraises real estate for a variety of purposes, including financing, estate planning, and litigation. He has appraised a wide range of existing and proposed properties, including:

- Hotels, motels and resorts;
- Convenience stores, with and without gasoline service;
- Restaurants and fast food properties;
- Multi-family properties;
- Condominium projects, both residential and commercial, including conversions;
- Office properties;
- Single- and multi-tenant retail properties;
- Industrial properties, including cold storage and food processing facilities;
- Marina's, including tidelands;
- Vacant commercial and industrial land;
- Vineyards and wineries;
- Special use properties;
- Timberlands; and
- Proposed subdivisions.

Mr. Naumann has researched and appraised contaminated properties. He has also had experience in the analysis of state and local land use restrictions and estimating the impacts of such restrictions on value.

AFFILIATIONS

- ❖ Current President, American Society of Appraising, Pacific Northwest Chapter
- ❖ Candidate to the American Society of Farm Managers and Rural Appraisers (ARA)
- ❖ Past President, Risk Management Association (RMA)
- ❖ Developing Professionals Mentor, RMA
- ❖ Past Vice President, RMA
- ❖ Past Vice President and Treasurer – Downtown Issaquah Association
- ❖ Past Co-Chairman and former Chairman – Fenders on Front Street Car Show
- ❖ Member ASA, American Sailing Association

PROFESSIONAL PROGRESSION

2000 – Present

Private Valuations, Inc.

Principal Real Estate Analyst

Responsible for conducting appraisals of a wide variety of commercial and industrial properties; consulting with clients on development issues; and business development.

1998 – 2000

Lamb, Hanson, Lamb Appraisal Associates, Inc.

Appraiser and Consultant

Responsible for conducting appraisals of a wide variety of commercial and industrial properties.

1997 – 1998

Baldwin Engineering

Site Inspector

Evaluated structural engineering details and determined if construction has been completed to the specifications provided by the structural engineer. Coordinated radiology crew for the x-raying of post-tensioned slab buildings. Wrote reports on all findings.

1995 – 1997

ITT Hartford

Claims Representative

Negotiated casualty claims, considering the corporation's guidelines and the desires of the claimants. Worked with the parties, their attorneys, witnesses, and officials and negotiated with repair service providers.

ACADEMIC BACKGROUND

B.A., Economics, University of Arizona, Tucson, Arizona

Economic regulation and antitrust law, public sector economics, resource and agricultural economics, international trade, economic analysis

B.A., Journalism, University of Arizona, Tucson, Arizona

Copy editing, investigative reporting, libel and tort law

CERTIFICATION

State of Washington Certified General Real Estate Appraiser #1101020

Exhibit C – Right-of-Way Alteration Documents

EXHIBIT A
GRANTOR'S REAL PROPERTY
LEGAL DESCRIPTION

LOTS 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19 AND 20 BLOCK 23, HAZELWOOD ADDITION TO THE TOWN OF CLE ELUM, IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON, AS PER PLAT THEREOF RECORDED IN BOOK 1 OF PLATS, PAGE 45, RECORDS OF SAID COUNTY.

TOGETHER WITH VACATED ALLEYS, IF ANY AS ACCRUED BY OPERATION OF LAW PER ORDINANCE NO. 1472, RECORDED UNDER RECORDING NO. 201709190020.

SITUATE IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON.

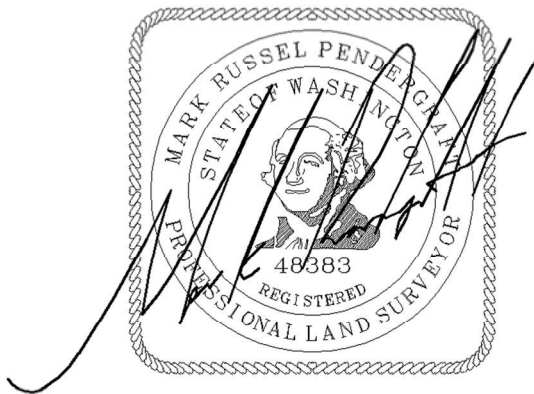
EXHIBIT B
DEDICATION LEGAL DESCRIPTION

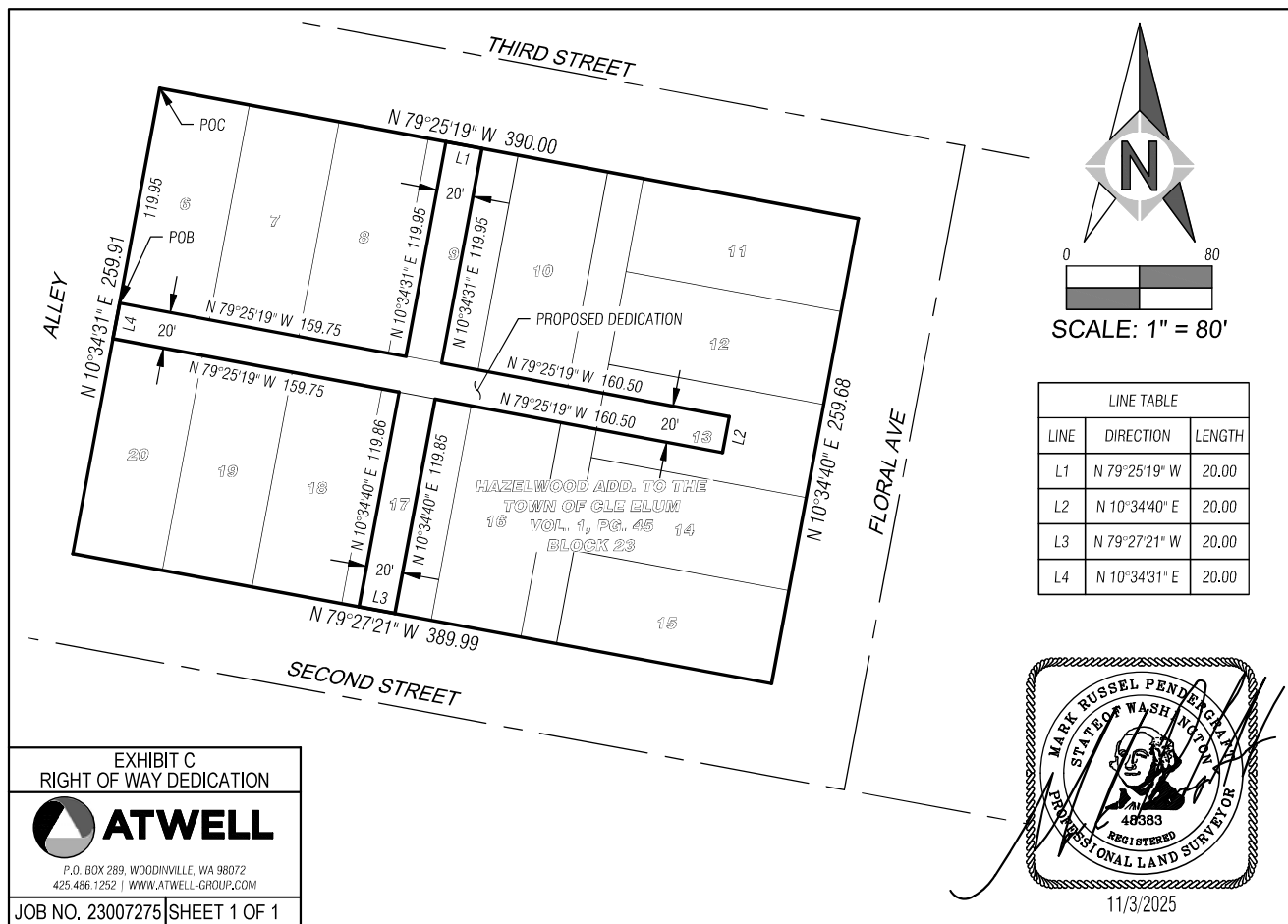
THOSE PORTIONS OF LOTS 6 THROUGH 20, BLOCK 23, HAZELWOOD ADDITION TO THE TOWN OF CLE ELUM, IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON, AS PER PLAT THEREOF RECORDED IN BOOK 1 OF PLATS, PAGE 45, RECORDS OF SAID COUNTY, TOGETHER WITH VACATED ALLEYS, IF ANY AS ACCRUED BY OPERATION OF LAW PER ORDINANCE NO. 1472, RECORDED UNDER RECORDING NO. 201709190020, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 6;
THENCE SOUTH 10°34'31" WEST, ALONG THE WEST LINE THEREOF, 119.95 FEET TO THE **POINT OF BEGINNING**;
THENCE SOUTH 79°25'19" EAST 159.75 FEET;
THENCE NORTH 10°34'31" EAST 119.95 FEET TO THE SOUTHERLY RIGHT OF WAY MARGIN OF THIRD STREET;
THENCE SOUTH 79°25'19" EAST, ALONG SAID SOUTHERLY MARGIN, 20.00 FEET;
THENCE SOUTH 10°34'31" WEST 119.95 FEET;
THENCE SOUTH 79°25'19" EAST 160.50 FEET;
THENCE SOUTH 10°34'40" WEST 20.00 FEET;
THENCE NORTH 79°25'19" WEST 160.50 FEET;
THENCE SOUTH 10°34'40" WEST 119.85 FEET TO THE NORTHERLY RIGHT OF WAY MARGIN OF SECOND STREET;
THENCE NORTH 79°27'21" WEST, ALONG SAID NORTHERLY MARGIN, 20.00 FEET;
THENCE NORTH 10°34'40" EAST 119.86 FEET;
THENCE NORTH 79°25'19" WEST 159.75 FEET TO THE SOUTHERLY EXTENSION OF THE WEST LINE OF SAID LOT 6;
THENCE NORTH 10°34'31" EAST, ALONG SAID EXTENSION AND WEST LINE, 20.00 FEET TO THE **POINT OF BEGINNING**;

SITUATE IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON.

11/03/2025







After Recording return document to:
City of Cle Elum
119 West First Street
Cle Elum, WA 98922

Real Estate Excise Tax
Exempt
Kittitas County Treasurer
By CPA Rahme
Affidavit No. 2018-85
Date: 01-17-18

QUIT CLAIM DEED

Reference Number: N/A

Grantor: Cle Elum Partners, LLC a Washington limited liability company

Grantee: City of Cle Elum, a political subdivision of the State of Washington

Legal Description: Exhibit A

Abbreviated Legal: Lots 16, 17, 18, 19 and 20, Block 23, HAZELWOOD ADDITION, TO THE TOWN (NOW CITY) OF CLE ELUM, in the County of Kittitas, State of Washington, as per plat thereof recorded in Book 2 of Plats, page 23, records of said County.

Assessor's Tax Parcel Number(s): 573134 and 583134

THE GRANTOR, Cle Elum Partners, LLC, a Washington limited liability company, for and in consideration of the sum of ONE AND NO/100 DOLLARS (\$1.00) and other valuable consideration, hereby conveys and quitclaims to City of Cle Elum, a political subdivision of the State of Washington ("Grantee"), all of Grantor's interest in the following described real property in **Exhibit A** attached hereto, and any after acquired interest of the Grantor therein, situated in Kittitas County, in the State of Washington.

The Undersigned hereby agrees to surrender possession of the real property herein conveyed upon receipt of payment from the Grantee.

It is understood and agreed that delivery of this deed is hereby tendered and that the terms and obligations hereof shall not become binding upon City of Cle Elum, State of Washington unless and until accepted and approved in writing by the City Council of Cle Elum, State of Washington.

SUBJECT TO: Easements, restrictions, reservations, covenants and agreements of record.

DATED this 10th day of November, 2017.

By: Jill Jackson
Cle Elum Partners, LLC

Title: Member

STATE OF WASHINGTON)
) ss.
COUNTY OF KITTITAS)

I certify that I know or have satisfactory evidence that Jill Jackson is the person who appeared before me, and said person acknowledged that (he/she) signed this instrument, on oath stated that (he/she) was authorized to execute the instrument and acknowledged it as the owner / member of Cle Elum Partners, LLC to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument, and on oath stated that is authorized to execute said instrument.

GIVEN under my hand and official seal the day and year last above written.



Sandra LP Cox
Notary (print name) Sandra LP Cox
Notary Public in and for the State of Washington,
residing at Brewster, WA
My commission expires 11-22-2019

EXHIBIT A
Legal Description

THAT PORTION OF THE FIRST ADDITION TO THE TOWN OF HAZELWOOD (CITY OF CLE ELUM), AS PER THE PLAT THEREOF RECORDED IN BOOK 2 OF PLATS, PAGE 23, SITUATED IN SECTION 25, TOWNSHIP 20 NORTH, RANGE 15 EAST, W.M., KITTITAS COUNTY, STATE OF WASHINGTON DESCRIBED AS FOLLOWS:

COMMENCING AT THE INTERSECTION OF COLUMBIA AVENUE AND THIRD STREET OF SAID PLAT; THENCE SOUTH $79^{\circ}25'31''$ EAST ALONG THE CENTERLINE OF SAID THIRD STREET OF SAID PLAT, 300.01 FEET;

THENCE SOUTH $10^{\circ}34'25''$ WEST, 50.00 FEET TO A POINT ON THE SOUTHERLY RIGHT OF WAY BOUNDARY LINE OF SAID THIRD STREET AND THE TRUE POINT OF BEGINNING OF SAID LINE;

THENCE CONTINUING SOUTH $10^{\circ}34'25''$ WEST, 259.82 FEET TO A POINT ON THE NORTHERLY BOUNDARY LINE OF SECOND STREET OF SAID PLAT;

THENCE SOUTH $79^{\circ}24'42''$ EAST ALONG SAID NORTHERLY BOUNDARY LINE OF SAID SECOND STREET, 50.00 FEET;

THENCE NORTH $10^{\circ}34'25''$ EAST, 259.84 FEET TO A POINT ON THE SOUTHERLY BOUNDARY LINE OF SAID THIRD STREET;

THENCE NORTH $79^{\circ}25'31''$ WEST ALONG SAID SOUTHERLY BOUNDARY LINE OF SAID THIRD STREET, 50.00 FEET TO THE TRUE POINT OF BEGINNING AND TERMINUS OF SAID LINE.

CITY OF CLE ELUM

Approval Memo

PROJECT: VAC-2017-001

DATE: December 13, 2017

To: VAC-2017-001 File

FROM: Lucy Temple, City Planner

RE: VAC-2017-001 Contingent VAC approval

MEMO: A letter of approval for VAC-2017-001 was issued on September 27, 2017, contingent upon filing of a Quit Claim Deed for right of way dedication. The required Quit Claim Deed was received on November 10, 2017. This condition has been sufficiently met, and the Vacation of right of way process for VAC-2017-001 is complete. The Quit Claim Deed will be recorded with the Campbell Corners Binding Site Plan (BSP-2017-001).



After Recording return document to:

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

Real Estate Excise Tax
Exempt

Kittitas County Treasurer

By OPCA Rahme

Affidavit No. 2018-85

Date: 01-17-18

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SUBJECT TO: Easements, restrictions, reservations, covenants and agreements of record.

DATED this 10th day of November, 2017.

By: [Signature]

Cle Elum Partners, LLC

Title: Member

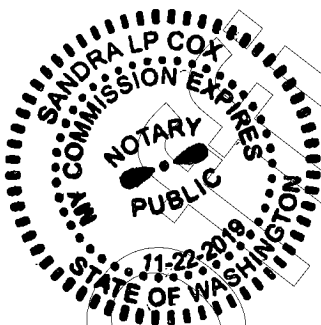
STATE OF WASHINGTON)

) ss.

COUNTY OF KITTITAS)

I certify that I know or have satisfactory evidence that Jill Jackson is the person who appeared before me, and said person acknowledged that (he/she) signed this instrument, on oath stated that (he/she) was authorized to execute the instrument and acknowledged it as the owner / member of Cle Elum Partners, LLC to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument, and on oath stated that is authorized to execute said instrument.

GIVEN under my hand and official seal the day and year last above written.



Sandra LP Cox

Notary (print name) Sandra LP Cox

Notary Public in and for the State of Washington, residing at Brewster, WA

My commission expires 11-22-2019

EXHIBIT A
Legal Description

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THENCE CONTINUING SOUTH $10^{\circ}34'25''$ WEST, 259.82 FEET TO A POINT ON THE NORTHERLY BOUNDARY LINE OF SECOND STREET OF SAID PLAT;

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THENCE NORTH $79^{\circ}25'31''$ WEST ALONG SAID SOUTHERLY BOUNDARY LINE OF SAID THIRD STREET, 50.00 FEET TO THE TRUE POINT OF BEGINNING AND TERMINUS OF SAID LINE.

CITY OF CLE ELUM

Approval Memo

PROJECT: VAC-2017-001

DATE: December 13, 2017

To: VAC-2017-001 File

FROM: Lucy Temple, City Planner

RE: VAC-2017-001 Contingent VAC approval

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**CITY OF CLE ELUM
WASHINGTON**

RESOLUTION NO. 2026-014

**A RESOLUTION OF THE CITY OF CLE ELUM,
WASHINGTON, TO CONSIDER A PETITION TO VACATE
CITY ROW AND SETTING A TIME AND PLACE FOR A
PUBLIC HEARING**

WHEREAS, the owners for more than two-thirds of the private property abutting upon the subject right-of-way have petitioned the City Council of the City of Cle Elum to vacate right-of-way contained between E Second Street and E Third Street, bisecting parcel 563134; and

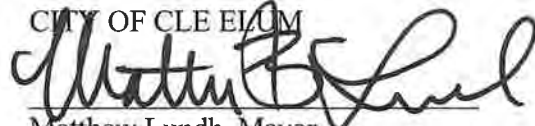
WHEREAS, RCW 35.79.020 requires that the City Council set a public hearing date on the potential street vacation.

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

Section 1. Initiation of Street Vacation. The City will consider the vacation petition, attached herein as Exhibit A, of right-of-way.

Section 2. Street Vacation Petition Hearing. The City Council shall hold a hearing on the street vacation described herein on May 12, 2026. The City Clerk shall provide notice as required by RCW 35.79.020.

PASSED BY THE CLE ELUM CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 14th DAY OF April, 2026.

CITY OF CLE ELUM

Matthew Lundh, Mayor

ATTEST/AUTHENTICATED:


Debbie Lee, City Clerk

Filed with the City Clerk: 4-14-26
Passed by the City Council: 4-14-26
Resolution No.: 2026-014
Date Posted:

EXHIBIT A

PETITION NO.

CITY OF CLE ELUM, WASHINGTON PETITION TO VACATE STREET OR ALLEY

To the City Council of the City of Cle Elum, Washington.

Comes now the undersigned petitioners and, pursuant to RCW Chapter 35.79, now respectfully show:

The undersigned petitioners request that the following described street, alley or portion thereof, located in the City of Cle Elum, be vacated pursuant to RCW 35.79 (***provide legal description below, or attach to petition if lengthy***).

Each of the undersigned petitioners is the owner of an interest in real estate abutting on the above-described area. The undersigned petitioners constitute owners of more than two-thirds of said abutting property.

Wherefore, petitioners pray that proceedings be heard hereon for the vacation of said area in the manner prescribed by RCW Ch. 35.79.

John Gillilan, Floral Avenue LLC	500 Naches Ave S, Suite 200, Renton, WA 98057	
Owner	Address	
<i>John Gillilan</i>	03/19/26	100%
Signature	Date	Ownership %

Owner	Address	
Signature	Date	Ownership %

Owner	Address	
Signature	Date	Ownership %

(If there are more property owners than what is room for please attach a separate list of property owners abutting the right-of-way to be vacated as well as their address, percentage of frontage on the right-of-way, and signature with date and the total ownership percentage of the property owners participating in this vacation)

EXHIBIT A
GRANTOR'S REAL PROPERTY
LEGAL DESCRIPTION

LOTS 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19 AND 20 BLOCK 23, HAZELWOOD ADDITION TO THE TOWN OF CLE ELUM, IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON, AS PER PLAT THEREOF RECORDED IN BOOK 1 OF PLATS, PAGE 45, RECORDS OF SAID COUNTY.

TOGETHER WITH VACATED ALLEYS, IF ANY AS ACCRUED BY OPERATION OF LAW PER ORDINANCE NO. 1472, RECORDED UNDER RECORDING NO. 201709190020.

SITUATE IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON.

EXHIBIT B
DEDICATION LEGAL DESCRIPTION

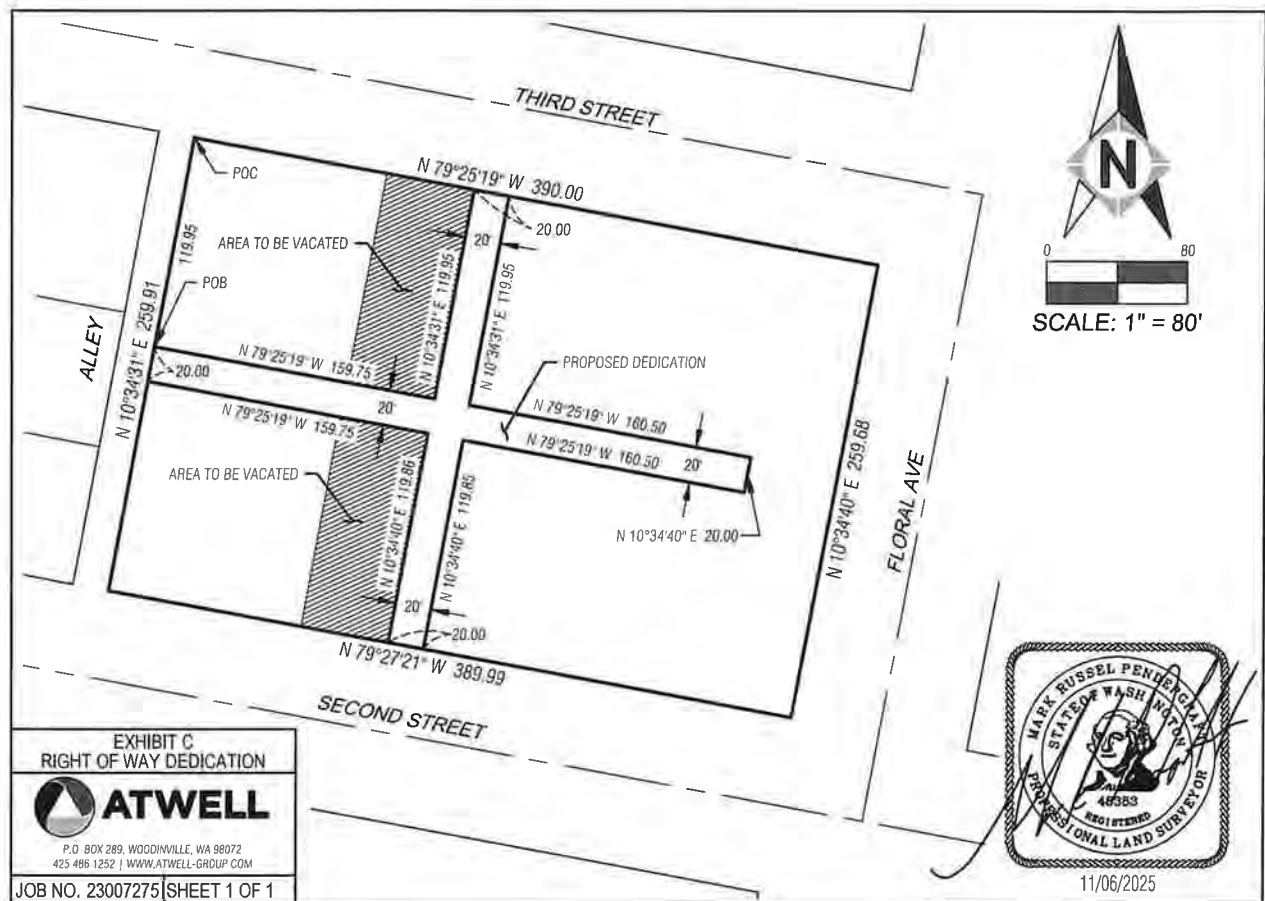
THOSE PORTIONS OF LOTS 6 THROUGH 20, BLOCK 23, HAZELWOOD ADDITION TO THE TOWN OF CLE ELUM, IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON, AS PER PLAT THEREOF RECORDED IN BOOK 1 OF PLATS, PAGE 45, RECORDS OF SAID COUNTY, TOGETHER WITH VACATED ALLEYS, IF ANY AS ACCRUED BY OPERATION OF LAW PER ORDINANCE NO. 1472, RECORDED UNDER RECORDING NO. 201709190020, DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID LOT 6;
THENCE SOUTH 10°34'31" WEST, ALONG THE WEST LINE THEREOF, 119.95 FEET TO THE **POINT OF BEGINNING**;
THENCE SOUTH 79°25'19" EAST 159.75 FEET;
THENCE NORTH 10°34'31" EAST 119.95 FEET TO THE SOUTHERLY RIGHT OF WAY MARGIN OF THIRD STREET;
THENCE SOUTH 79°25'19" EAST, ALONG SAID SOUTHERLY MARGIN, 20.00 FEET;
THENCE SOUTH 10°34'31" WEST 119.95 FEET;
THENCE SOUTH 79°25'19" EAST 160.50 FEET;
THENCE SOUTH 10°34'40" WEST 20.00 FEET;
THENCE NORTH 79°25'19" WEST 160.50 FEET;
THENCE SOUTH 10°34'40" WEST 119.85 FEET TO THE NORTHERLY RIGHT OF WAY MARGIN OF SECOND STREET;
THENCE NORTH 79°27'21" WEST, ALONG SAID NORTHERLY MARGIN, 20.00 FEET;
THENCE NORTH 10°34'40" EAST 119.86 FEET;
THENCE NORTH 79°25'19" WEST 159.75 FEET TO THE SOUTHERLY EXTENSION OF THE WEST LINE OF SAID LOT 6;
THENCE NORTH 10°34'31" EAST, ALONG SAID EXTENSION AND WEST LINE, 20.00 FEET TO THE **POINT OF BEGINNING**;

SITUATE IN THE COUNTY OF KITTITAS, STATE OF WASHINGTON.

11/03/2025





LAND USE ACTION SIGNS, Posted 04-16-2026



East Second Street



East Third Street

**NOTICE OF PUBLIC HEARING
CLE ELUM CITY COUNCIL**

Notice is hereby given that the Cle Elum City Council will hold a public hearing at the Cle Elum City Hall, 119 West First Street, Cle Elum, WA. 98922, on Tuesday, May 12, 2026, at 6:00 p.m. or soon thereafter for the purpose of, considering a petition to vacate a portion of unimproved city right of way in the vicinity of E Second and E Third, bisecting parcel 563134.

Interested persons may appear and be heard at said hearing, or written comments may be submitted to the City of Cle Elum, Attn: City Clerk, 119 West First Street, Cle Elum, WA. 98922. (Habitat ROW), or emailed to planning@cleelum.gov.

(Published in the N.W.C. TRIBUNE, April 18, 2026.)

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



Phone: (509) 674-2262
Fax: (509) 674-4097
www.cleelum.gov

**CITY OF CLE ELUM NOTICE OF PUBLIC HEARING
UNIMPROVED RIGHT-OF-WAY VACATION BETWEEN
E SECOND STREET AND E THIRD STREET, BISECTING PARCEL 563134**

The City of Cle Elum has received a petition to vacate a portion of unimproved right-of-way in the vicinity of E. Second Street and E. Third Street. The right-of-way is located between adjacent parcels and bisects one parcel in the area (see map for details). A map highlighting the proposed vacation area and related application materials are available for review at Cle Elum City Hall and on the City's website. <http://cityofcleelum.com/city-services/administrative-services/public-notices/>.

Written comments on this request to vacate City right-of-way are now being accepted by the City and may be hand delivered, mailed, or emailed. Comments received or postmarked by **May 5, 2026** will be included in the staff report and recommendation to Council. Comments will continue to be accepted up to the public hearing date of **May 12, 2026**.

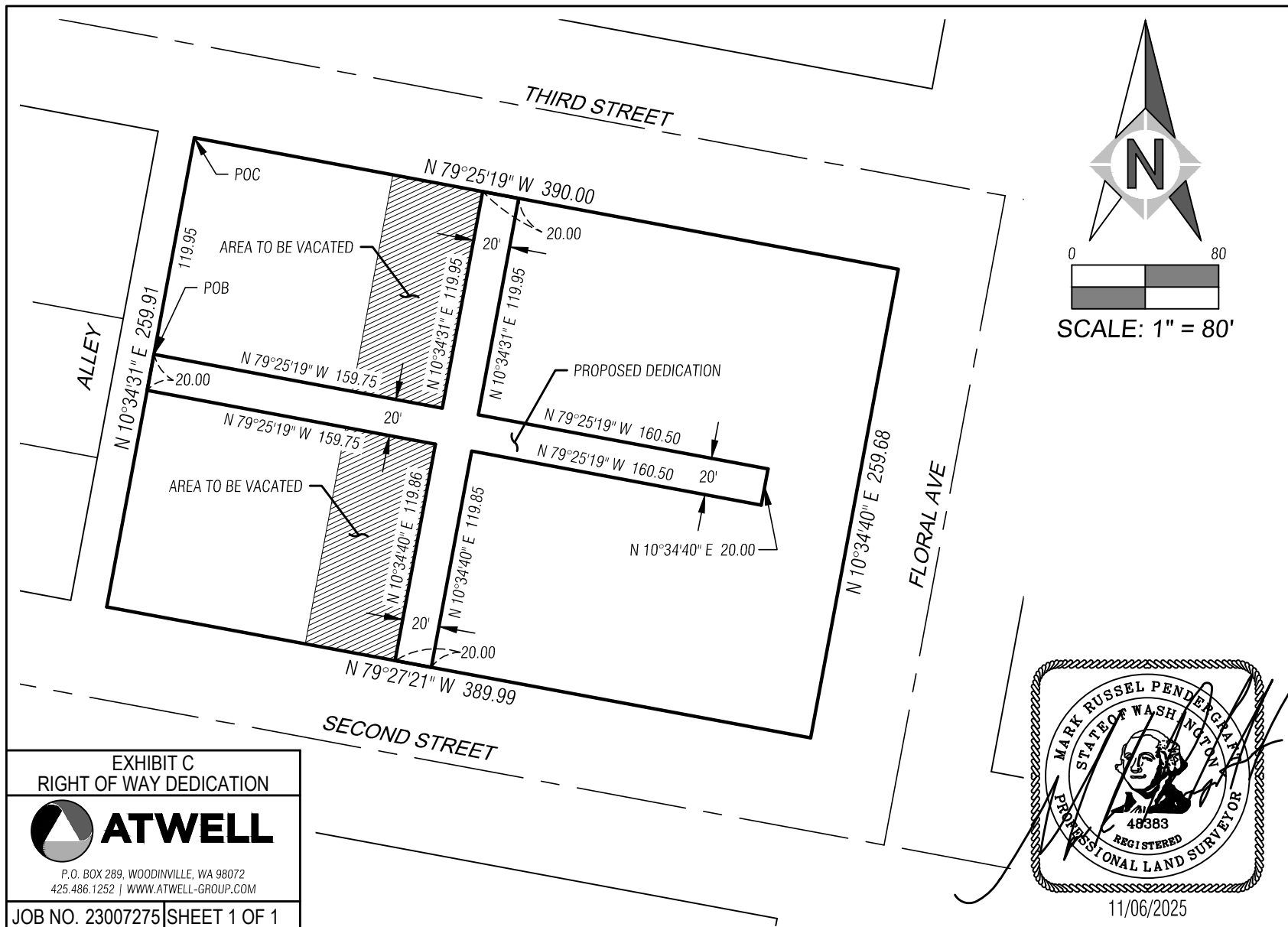
All comments must include the name and address of the person(s) submitting them. Comments submitted through social media (e.g., Facebook, Instagram) will not be accepted. Comments may be submitted by:

- **Mail:** City of Cle Elum, Planning Department (Habitat ROW Vacation), 119 W. First St., Cle Elum, WA 98922
- **Email:** planning@cleelum.gov (include "Habitat ROW Vacation" in the subject line)
- **In Person/Drop Box:** Cle Elum City Hall, 119 W First Street, or the drop box outside the customer entrance on Oakes Avenue

The Cle Elum City Council will be conducting a public hearing to receive direct testimony on the request to vacate this City right-of-way during the regular City Council meeting on Tuesday, May 12, 2026, that starts at 6:00 pm.

The City Council meetings are conducted at the Cle Elum City Hall 119 W First Street, however participation by Zoom is also available **virtually by Zoom using the following link:** <https://zoom.us/j/7573184018?pwd=dERndjBJVC9GdVQ1d2lSRExwZFhXZz09> **or by phone: 1 (253) 215 8782; Meeting ID: 757 318 4018; Passcode: 98922.**

All written comments received prior to and during the hearing will be considered by the City Council before a decision is made. Please note that following this public hearing the City Council may take action on an ordinance to approve this proposed vacation the same night or at a future City Council meeting. For more information, please contact Planning Consultant Colleda Monick at planning@cleelum.gov



Owner	Address2	City t2_State Zip
GOLDIE, VICTOR B ETUX	PO BOX 305	CLE ELUM, WA 98922
WWG 903E LLC	38008 SE 47TH ST	SNOQUALMIE, WA 98065-9580
RONALD E BEQUETTE LIVING TRUST	4796 RED BRIDGE RD	CLE ELUM, WA 98922-8593
FLORAL AVENUE LLC	500 NACHES AVE SW STE 200	RENTON, WA 98057
WILSON, JOHN W &	1001 E 3RD ST	CLE ELUM, WA 98922-1311
FLORAL AVENUE LLC	500 NACHES AVE SW STE 200	RENTON, WA 98057
FLORAL AVENUE LLC	500 NACHES AVE SW STE 200	RENTON, WA 98057
CITY OF CLE ELUM	119 W 1ST	CLE ELUM, WA 98922-1105
COOK, STEVEN	408 N COLUMBIA AVE	CLE ELUM, WA 98922-1320
CASE, LEE ANNE	406 COLUMBIA AVE	CLE ELUM, WA 98922
URIBE, MARILYN P	PO BOX 777	CLE ELUM, WA 98922-0777
KANYER, DOLORES M	2890 MCMANAMY RD	ELLENSBURG, WA 98926
GREENMAN, ROBERT B	PO BOX 122	SOUTH CLE ELUM, WA 98943-0122
BRUNKER, KIRSTEN DANIELLE	402 COLUMBIA AVE	CLE ELUM, WA 98922
BORELLI, WILLIAM	904 E 4TH ST	CLE ELUM, WA 98922-1362
ZEPP, LARISSA & JUSTIN	PO BOX 67	SOUTH CLE ELUM, WA 98943-0067
CROSETTO, JOHN J & JUDY	901 E 2ND ST	CLE ELUM, WA 98922
MORARITY, SHANNA C & JAMES J	607 PAXTON AVE	LOVELAND, OH 45140
SWIFTWATER STORAGE LLC	111 N WRIGHT AVE STE B	CLE ELUM, WA 98922
LAMBERT, ROBERT D JR & ELAINE M	31600 126TH AVE SE SPC 154	AUBURN, WA 98092-3689
MID CASCADE INVESTMENTS LLC	PO BOX 1118	NORTH BEND, WA 98045-1118
KAN MAN LLC	901 W 1ST ST	CLE ELUM, WA 98922
SMITH, LARRY D & LORI A	409 N FLORAL AVE	CLE ELUM, WA 98922
ZIEGAN, PEARLE L	911 E 3RD ST	CLE ELUM, WA 98922-1309
MID CASCADE INVESTMENTS LLC	PO BOX 1118	NORTH BEND, WA 98045-1118
SMITH, LARRY D & LORI A	409 N FLORAL AVE	CLE ELUM, WA 98922-1327
ZIEGAN, PEARLE L	911 E 3RD ST	CLE ELUM, WA 98922-1309
CASE, LEE ANNE	406 COLUMBIA AVE	CLE ELUM, WA 98922
CANTRELL, TRAVIS	902 E 4TH ST	CLE ELUM, WA 98922-1362
MURRAY, CARMEN G	4506 3RD AVE NW	SEATTLE, WA 98107-4403
FULL CIRCLE PROPERTIES LLC	80 AUGUSTA PL	CLE ELUM, WA 98922-8501
BRESKO, WAYNE F & AUDRIE M	820 E 3RD ST	CLE ELUM, WA 98922-1308
URIBE, MARILYN P	PO BOX 777	CLE ELUM, WA 98922-0777
SARAH BLACK	1003 E 3RD ST	CLE ELUM, WA 98922
KESHAV NEETI LLC	1001 E 1ST ST	CLE ELUM, WA 98922

On April 16, 2026 I Mailed
The Notice Of Public
Hearing To The Above
Addresses. Virgil Amick



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119 W. First Street
Cle Elum, Washington 98922

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FLORAL AVENUE LLC
500 NACHES AVE SW STE 200
RENTON, WA 98057



CITY OF CLE ELUM
119 W. First Street
Cle Elum, Washington 98922

WILSON, JOHN W &
1001 E 3RD ST
CLE ELUM, WA 98922-1311





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SMITH, LARRY D & LORI A
409 N FLORAL AVE
CLE ELUM, WA 98922



CITY OF CLE ELUM
119 W. First Street
Cle Elum, Washington 98922

MID CASCADE INVESTMENTS LLC
PO BOX 1118
NORTH BEND, WA 98045-1118





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Cle Elum, Washington 98922

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SOUTH CLE ELUM, WA 98943-0122

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Virgil Amick

From: Planning
Sent: Friday, May 8, 2026 11:59 AM
To: Virgil Amick
Subject: FW: Habitat ROW Vacation



-----Original Message-----

From: Shanna Morarity <shannarandana@gmail.com>
Sent: Friday, May 8, 2026 7:29 AM
To: Planning <planning@cleelum.gov>
Subject: Habitat ROW Vacation

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

5/5/2006

Dear City Council Members and Planning Commission and All Concerned,

We, Jim and Shanna Morarity, are the owners of the home at 902 East 3rd Street. We are writing to you concerning the proposed Habitat ROW Vacation Project. We are not naive enough to think that the vacant property next to us would never be developed, but we are opposed to the proposed changes which will dramatically impact our property. We are not opposed to the land in question being vacated, but we are strongly opposed to the proposed new dedication of a street/alley/lane that will connect to our alley. The traffic noise and the lights that will be created by the connection will decrease our privacy and value of our property. We also oppose any high-density housing which would devalue our property.

We would like to add that when we purchased our property, we specifically sought out property that was not in a flood plain. We have owned and lived in property that is designated as flood plain and lived through one dramatic flood. "Never again", we said! Suspiciously, a few years ago, the property at 902 E 3rd street was changed by FEMA to indicate that our backyard now lies in the 100 yr flood plain. In addition, less of the property on the proposed project site is now in the flood plain. To be clear, FEMA moved the flood plain designation off the project site and onto our property. We went to Ellensburg to discuss this change, but got no better understanding of how land that has water running through it lies higher than our land. We understand how floodplain regulations work and know that those changes certainly made projects for development on the land less complicated and less costly.

Again, we do not oppose a development, but we DO oppose high density housing and any development that shifts traffic flow onto the alley next to our property and/or decreases the value of our property. We know affordable housing is not easy to find in Cle Elum and are thankful that we bought when we did. However, there is no denying that low-income housing will affect our property value. If adding affordable housing is the goal, it should not be done as single family, low impact housing and not at the expense of the current homeowners.

PS We have been improving our property for years and are looking forward to our retirement. As we are now on the doorstep of retirement, we are concerned about these changes.

PSS This is important to us, please let us know that you received this email.

Sincerely yours,

Jim and Shanna Morarity
902 E 3rd Street
Cle Elum, WA



**AGENDA STAFF
REPORT**

AGENDA DATE: May 12, 2026

ACTION REQUESTED: Adopt Resolution No. 2026-015 approving the City of Cle Elum Safety Action Plan.

BACKGROUND: The City of Cle Elum has developed a comprehensive Safety Action Plan as part of the Federal Safe Streets and Roads for All (SS4A) grant program. The purpose of the plan is to improve roadway safety for all users and to work toward the goal of eliminating traffic-related fatalities and serious injuries by 2030. The Safety Action Plan is consistent with the State of Washington's Target Zero initiative and follows the nationally recognized Safe System Approach, which emphasizes safer roadways, safer speeds, safer users, safer vehicles, and improved post-crash care. Adoption of the Safety Action Plan supports:

- The City's commitment to public safety
- Compliance with federal SS4A program requirements
- Alignment with state safety goals under Target Zero

Potential funding sources after implementation include:

- Federal SS4A Implementation Grants
- State and federal transportation funding programs
- Local transportation funds

RECOMMENDATION: Staff recommends that the City Council adopt Resolution No. 2026-015 approving the Safety Action Plan

ATTACHMENTS: Cle Elum Safety Action Plan
Resolution 2026-015

LEAD STAFF: Joseph Calhoun HLA, Mathew Bailey

CITY OF CLE ELUM WASHINGTON

RESOLUTION NO. 2026-015

A RESOLUTION OF THE CITY OF CLE ELUM, WASHINGTON, ADOPTING THE CITY OF CLE ELUM SAFE STREETS AND ROADS FOR ALL SAFETY ACTION PLAN

WHEREAS, the City of Cle Elum (City) received a grant from the federal Safe Streets and Roads for All (SS4A) program to develop a Safety Action Plan and ADA Self Evaluation and Transition Plan; and

WHEREAS, the purpose of the Safety Action Plan (the Plan) is to develop a holistic, well-defined strategy to eliminate roadway fatalities and serious injuries; and

WHEREAS, the Plan builds upon and references Washington State Target Zero, which includes the goal of zero roadway fatalities and serious injuries by 2030; and

WHEREAS, the Plan was made available to the public for review and comment through posting on the city website, and at an open-house meeting; and an analysis of the public process is included in the Plan appendix; and

WHEREAS, on April 14, and May 12, 2026, the Cle Elum City Council reviewed the Plan at open public meetings; and

WHEREAS, the Cle Elum City Council, having considered the recommendation from staff, hereby finds and determines that approval of the Plan is in the best interest of the residents of the City of Cle Elum.

**THE CITY COUNCIL OF THE CITY OF CLE ELUM, WASHINGTON, DOES HEREBY
RESOLVE AS FOLLOWS:**

The Cle Elum City Council hereby approves and adopts the Safety Action Plan.

PASSED by the City Council the 12th day of May, 2026.

ATTEST/AUTHENTICATED:

CITY OF CLE ELUM:

Debbie Lee, City Clerk

Matthew Lundh, Mayor

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



2026

SAFETY ACTION PLAN

SAFE STREETS AND ROADS FOR ALL (SS4A)



Prepared By: 



CITY OF CLE ELUM
119 W 1st St,
Cle Elum, WA 98922
(509) 674-2262
<https://cleelum.gov/>

CITY ADMINISTRATION
Robert Omans, City Administrator
Mathew Bailey, Public Works Director

CITY COUNCIL MEMBERS
Matthew Lundh, Mayor
Position 1 – Cassidy Buechle-Curtis
Position 2 – Ken Ratliff
Position 3 – Beth Williams
Position 4 – Jon Cornelius
Position 5 – Steven Harper
Position 6 – Steven Cook
Position 7 – Audrey Malek

Additional copies of this document are available online at: <https://cleelum.gov/>.

Questions about this report:

For questions about this report or for access to an alternate format of this document, please contact:

City of Cle Elum Public Works at (509) 674-2262 or email City Administrator, Rob Omans, at romans@cleelum.gov.

For those who are deaf or hard of hearing, the Washington State Relay can be contacted at 711 for assistance in making a request to the City.

The Americans with Disabilities Act Notice:

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Cle Elum will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

PREPARED BY:
HLA Engineering and Land Surveying, Inc.
2803 River Road
Yakima, WA 98902
www.hlacivil.com





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SAFETY ACTION PLAN

Executive Summary

In 2024, the City of Cle Elum passed Resolution 2024-021 committing to the goal of zero deaths and serious injuries on its streets and roads by the year 2030, consistent with the Washington State Target Zero program. This initiative builds on the City's prior safety efforts, which began with the adoption of a Complete Streets Policy in 2016 (Cle Elum Municipal Code (CEMC) [Chapter 10.40](#)) The City acknowledges that fatal and serious injury traffic crashes are preventable. Between 2015 and 2023, Cle Elum had 1 fatal and 7 serious injury crashes. The City's commitment to reducing these crashes launched a comprehensive safety effort beginning with this document, the Cle Elum Safety Action Plan, using data analysis and community engagement to identify the issues on the City's road network and developing a set of actions and strategies to solve them. The Cle Elum Safety Action Plan will serve as a guiding model for the City's approach to transportation safety, one that is data-driven and collaborative, to provide safer streets for residents and visitors.

The Cle Elum Safety Action Plan is funded by the Federal Highway Administration (FHWA)'s Safe Streets and Roads for All (SS4A) grant program. The total grant award was used to develop both this comprehensive Safety Action Plan and an ADA Self Evaluation and Program Access Plan, which included a comprehensive inventory and condition assessment of the City's transportation facilities and rights of way providing access to public facilities. The Cle Elum Safety Action Plan includes all SS4A Action Plan Components, as outlined in the Notice of Funding Opportunity (NOFO):

1. Leadership Commitment and Goal Setting
2. Planning Structure
3. Safety Analysis
4. Engagement and Collab
5. Equity Considerations
6. Policy and Process Changes
7. Strategy and Project Selections
8. Progress and Transparency

Each of these key components will be addressed in greater detail in the Safety Action Plan.

Safe Streets and Roads for All (SS4A) is a discretionary program established by the 2021 Infrastructure Investment and Jobs Act (IIJA) to fund regional, local, and tribal initiatives through grants to prevent roadway deaths and serious injuries. The SS4A program supports the development of comprehensive safety action plans that identify a community's most significant roadway safety concerns and guides the implementation of projects, policies, and strategies to address roadway safety issues. Cle Elum's Safety Action Plan fulfills the requirements of the SS4A program by identifying and addressing significant roadway safety concerns within the community.





Safety Action Plans are the first step toward identifying roadway safety projects and are required to secure future federal funds for roadway safety projects. The Safety Action Plan establishes a practicable strategy to achieve a public commitment toward a goal of zero fatalities and serious injuries in the transportation system. The SS4A program requires the development of comprehensive Safety Action Plans that identify a community's most significant roadway safety concerns and guide the implementation of projects and strategies to address these roadway safety issues.

Cle Elum's Safety Action Plan identifies roadway safety issues, prioritizes safety projects, and recommends future street safety initiatives. The Safety Action Plan establishes a practicable strategy to achieve the City's committed goal of zero fatalities and serious injuries. The Safety Action Plan was formed by a thorough analysis of crash data, demographics, and roadway characteristics to identify areas of need and equitably develop safety recommendations for the city. The Safety Action Plan was further informed by partnerships established with the public, stakeholders, and a Steering Advisory Committee. Throughout the development of the Safety Action Plan, the project team communicated data and findings to these groups and solicited feedback to collaboratively develop street improvement projects intended to meaningfully reduce crashes and create safer conditions for those who live in, work in, and visit Cle Elum.



Leadership Commitment and Goal Setting



SS4A Guidance:

An official public commitment (e.g., resolution, policy, ordinance) by a high-ranking official and/or governing body (e.g.,

Mayor, City Council, Tribal Council, metropolitan planning organization [MPO], Policy Board) to an eventual goal of zero roadway fatalities and serious injuries. The commitment must include a goal and timeline for eliminating roadway fatalities and serious injuries achieved through one, or both, of the following:

1. The target date for achieving zero roadway fatalities and serious injuries, OR
2. An ambitious percentage reduction of roadway fatalities and serious injuries by a specific dated with an eventual goal of eliminating roadway fatalities and serious injuries.

The WA State plan relies on a Safe System Approach, which will be mirrored in Cle Elum. The Safe System Approach includes the following six elements:

- **Safer Road Users.** All road users engage in proactive safe behaviors, including paying attention, being visible, and following traffic laws. Road users also avoid high risk behaviors that lead to crashes and the potential for serious or fatal injury.
- **Safer Land Use Planning.** Understanding where people will live, work, attend school, and shop, authorities plan for shorter vehicle travel distances and safe travel using all modes, including active transportation, transit, and private and shared vehicles.
- **Safer Speeds.** Recognizing that crash forces increase exponentially with speed, transportation officials reduce drivers' operating speeds through self-enforcing road designs that encourage speeds that are safe for the road context and for all anticipated road users. Motor vehicle drivers' speeds are also managed through safer vehicles design, driver education, and proactive enforcement.
- **Safer Roads.** Transportation facilities are designed and built to separate users in time and space, manage speeds, and reduce crash impact angles at locations where road users are most likely to come into conflict. Facilities are designed and built to support safe travel using all modes: walking, rolling, biking, riding, driving, and transit.

**CITY OF CLE ELUM
WASHINGTON
RESOLUTION NO. 2024-021**

A RESOLUTION DOCUMENTING THE CITY OF CLE ELUM'S ORGANIZATIONAL COMMITMENT TO ZERO ROADWAY FATALITIES AND SERIOUS INJURIES

WHEREAS the City of Cle Elum (City) received a grant from the Safe Streets and Roads for All (SS4A) program to develop a Safety Action Plan and ADA Self Evaluation and Program Access Plan (Project); and

WHEREAS the Project will update the City's existing Transportation Safety Plan to a federally compliant Safety Action Plan and enable to City to apply for future implementation funding; and

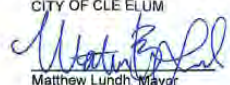
WHEREAS the SS4A grant requires an official public commitment by the governing body to an eventual goal of zero roadway fatalities and serious injuries; and

WHEREAS the Washington State Department of Transportation Strategic Highway Safety Plan, Target Zero, includes a goal of zero deaths and serious injuries by 2030.

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

1. The City of Cle Elum is committed to the goal of zero fatalities and serious injuries on its streets and roads by the year 2030, consistent with WA State Target Zero.

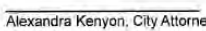
Passed by the City Council and approved by the mayor this 3rd day of August, 2024.

CITY OF CLE ELUM

Matthew Lundh, Mayor

ATTEST/AUTHENTICATED:


Debbie Lee, City Clerk

Approved as to form:


Alexandra Kenyon, City Attorney



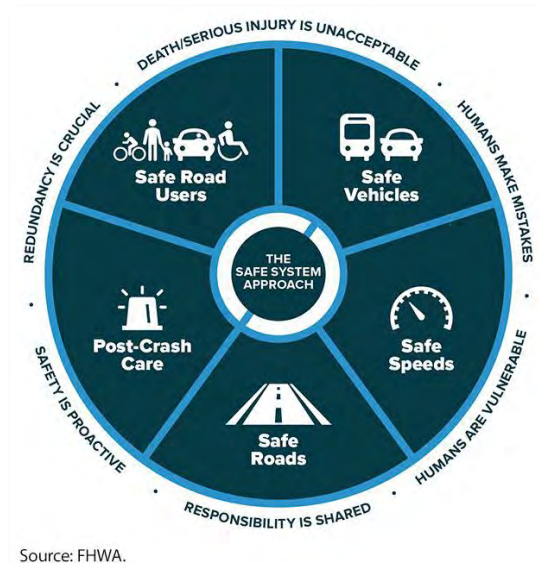
- **Safer Vehicles.** Vehicles are designed and built to keep all road users inside and outside of the vehicle safe. This includes reduced vehicle mass, speed control, shapes that reduce injury severity for road users outside of the vehicle, active collision avoidance, technology that supports sober and attentive driving, increased visibility, and effective occupant protection.
- **Effective Post-Crash Care and Response.** First responders can arrive quickly at a crash scene and address the most imminent threats to life and health, limiting serious injury severity when a crash occurs. Investigations and data collection inform all system partners to reduce recurrences of crashes resulting from lapses in any of the Safe System elements.

Resolution

The City of Cle Elum is committed to the eventual goal of zero roadway fatalities and serious injuries. As noted in the Executive Summary, the City Council passed Resolution 2024-021 on August 13, 2024. This Resolution documents Cle Elum's commitment to zero roadway fatalities and serious injuries on its streets and roads by the year 2030, consistent with [WA State's Target Zero](#).

Target Zero

Target Zero is the Washington State Department of Transportation's (WSDOT) Strategic Highway Safety Plan. The plan's goal is to reduce the number of traffic deaths and serious injuries on Washington's roadways to zero by the year 2030. It also serves as the state's Strategic Highway Safety Plan.



Source: FHWA.

Safe System Approach

To achieve zero fatalities and serious injuries on roadways in Cle Elum, it is important to adopt a Safe System approach, as defined by the Federal Highway Administration (FHWA). This framework recognizes that people are prone to error and have limited tolerance for crash impacts. In a Safe System, mistakes should never result in death or serious injury. Key strategies of the Safe System approach include designing road infrastructure to minimize risks, managing safe speeds, and reducing injury severity in case



Planning Structure



SS4A Guidance:

A committee, task force, implementation group, or similar body charged with oversight of the Action Plan development, implementation and monitoring (Transportation Task Force).

The Transportation Task Force is composed of 4 members from the public, one staff member, and the consultant team who met on several occasions to review and provide recommendations to the Council.

The Transportation Task Force held an introductory meeting on May 28, 2025. The advisory team members were provided with background information on the project, funding sources, and the desired outcome. Results of the previous survey were reviewed and discussed.

City of Cle Elum Staff	Consultant Team
Mathew Bailey, Public Works Director	Joseph Calhoun, Planning Supervisor
Public	Mike Heit, PE, Principal
Daniel Boe	Stephanie Ray, PE
Michael Day	Kassidy Yates, Project Engineer I
Lori Nevin	Jamison Enos, Planner I
Craig Schermerhorn	

Safety Analysis



SS4A Guidance:

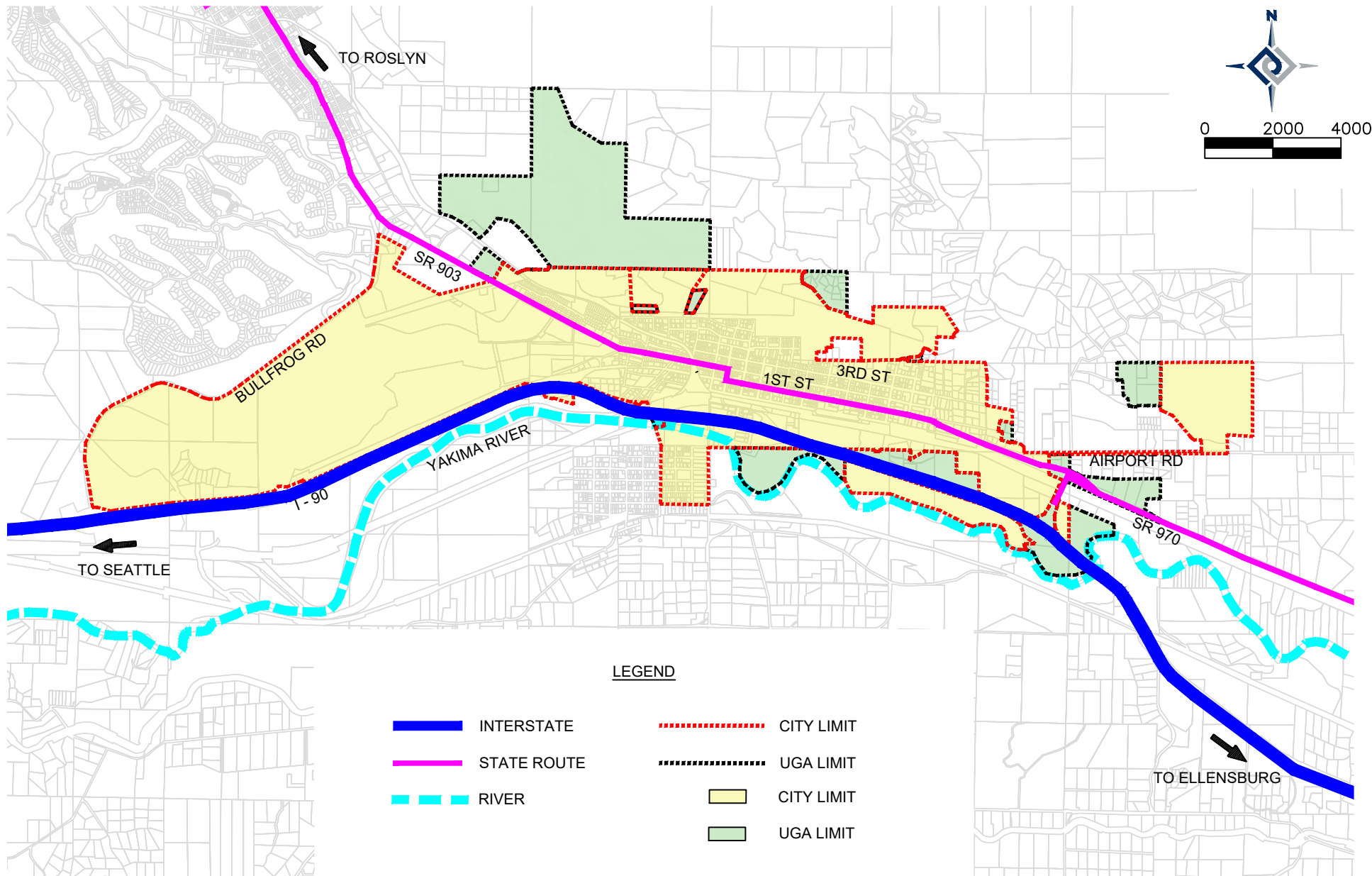
Analysis of existing conditions and historical trends that provides a baseline level of crashes involving fatalities and serious injuries across the City of Cle Elum. Includes an analysis of locations where there are crashes and the severity of the crashes, as well as contributing factors and crash types by relevant road users (motorists, pedestrians, transit users, etc.) Analysis of systemic and specific safety needs is also performed, as needed (e.g., high-risk road features, specific safety needs of relevant road users, public health approaches, analysis of the built environment, demographics and structural issues). To the extent practical, the analysis should include all roadways within the jurisdiction, without regard for ownership. Based on the analysis performed, a geospatial identification of higher-risk locations is developed (a High-Injury Network or equivalent).



Geography and Climate

The Cle Elum is located on the eastern slopes of the Cascade Mountains in northern Kittitas County, approximately 30 miles east of Snoqualmie Pass. Interstate 90 (I-90) and the Yakima River pass through Cle Elum. Access to Cle Elum is provided by three I-90 exits at Bullfrog Road (Exit 80), Oakes Ave (Exit 84), and Highway 903/Highway 970 junction (Exit 85). The Oakes Ave exit only provides ingress from westbound I-90 and egress to eastbound I-90, which limits the usage of this centrally located exit.

The majority of Cle Elum lies between the elevations of 1,890 and 2,170. Annual precipitation in the area averages 22.1 inches. The average monthly temperatures range from a minimum of 18°F in January to a maximum of 83°F in July. Founded in the 1870s, Cle Elum was incorporated in 1902 and is currently the second largest city in Kittitas County.



P:\PROJECTS\2024\24051\VICINITY MAP - CLEELUM.DWG



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CITY OF CLE ELUM

VICINITY MAP
SAFETY ACTION PLAN



City Safety Plan

In 2023, the City of Cle Elum updated its Washington State Department of Transportation (WSDOT) Safety Plan. Previous versions of the City Safety Plan reviewed and analyzed WSDOT crash data to identify problem areas and develop prioritized projects.

Several projects have been identified and pursued for funding as a result of past Safety Plans, including:

1. 2nd St and Floral Ave Intersection Improvements (completed)
2. 1st St guardrail, signs and access control (completed)
3. Traffic Data collection (ongoing)

The completed project at 2nd St and Floral provides a great example of a low-cost safety project. This intersection had limited visibility due to overgrown brush. There was a small stop sign that is easy to miss due to no lighting. The overgrown vegetation was cleared, and a new lighted stop sign was installed.

The completed project now provides substantially better visibility for drivers and pedestrians. Ongoing maintenance of the vegetation will ensure that these intersection improvements are upheld.





BEFORE

Second Street and Floral Avenue
From North:

- Stop sign competing with overgrowth.
- Small sign
- No lighting



AFTER

Second Street and Floral Avenue
From North:

- Lighted stop sign
- Warning striping on pilons
- Cleared vegetation.



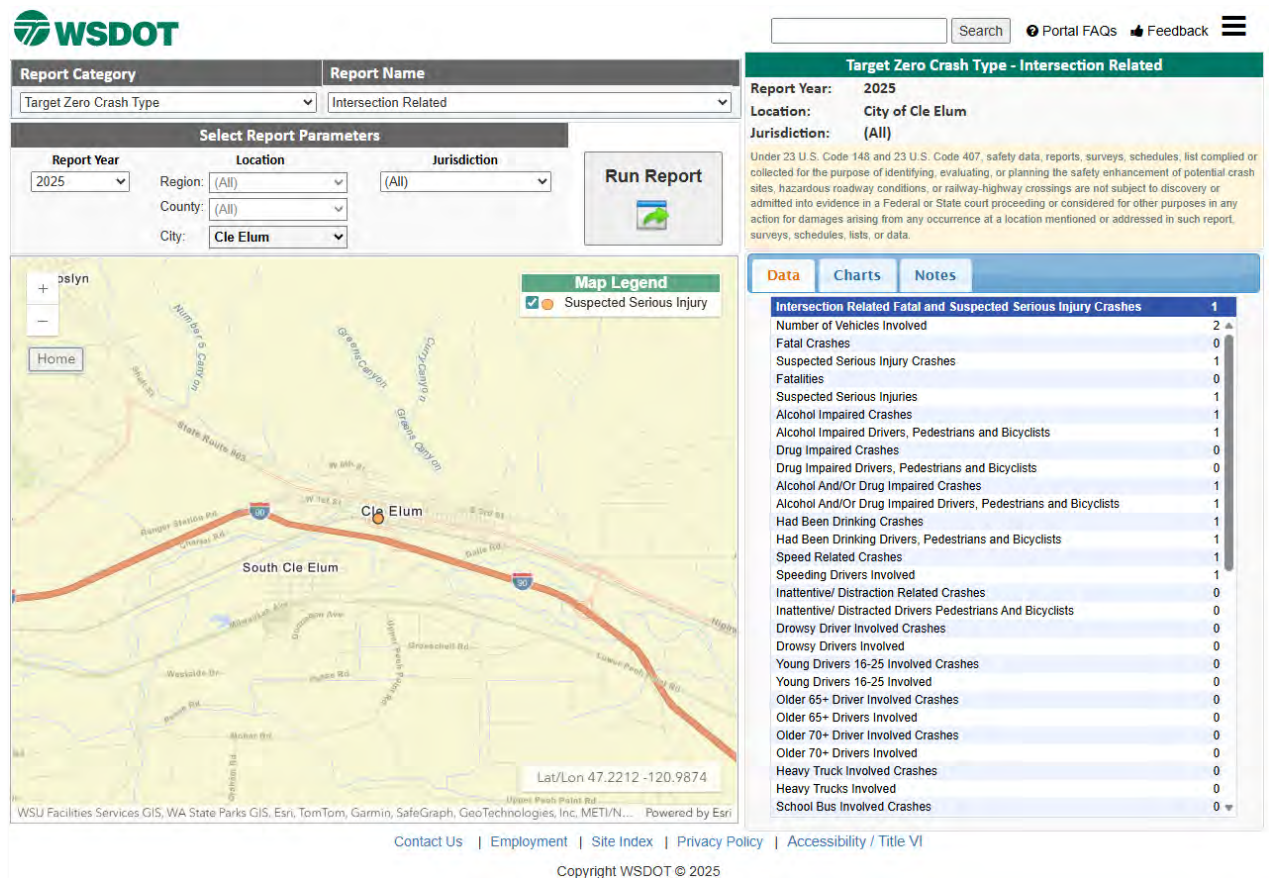


Transportation Improvement Program

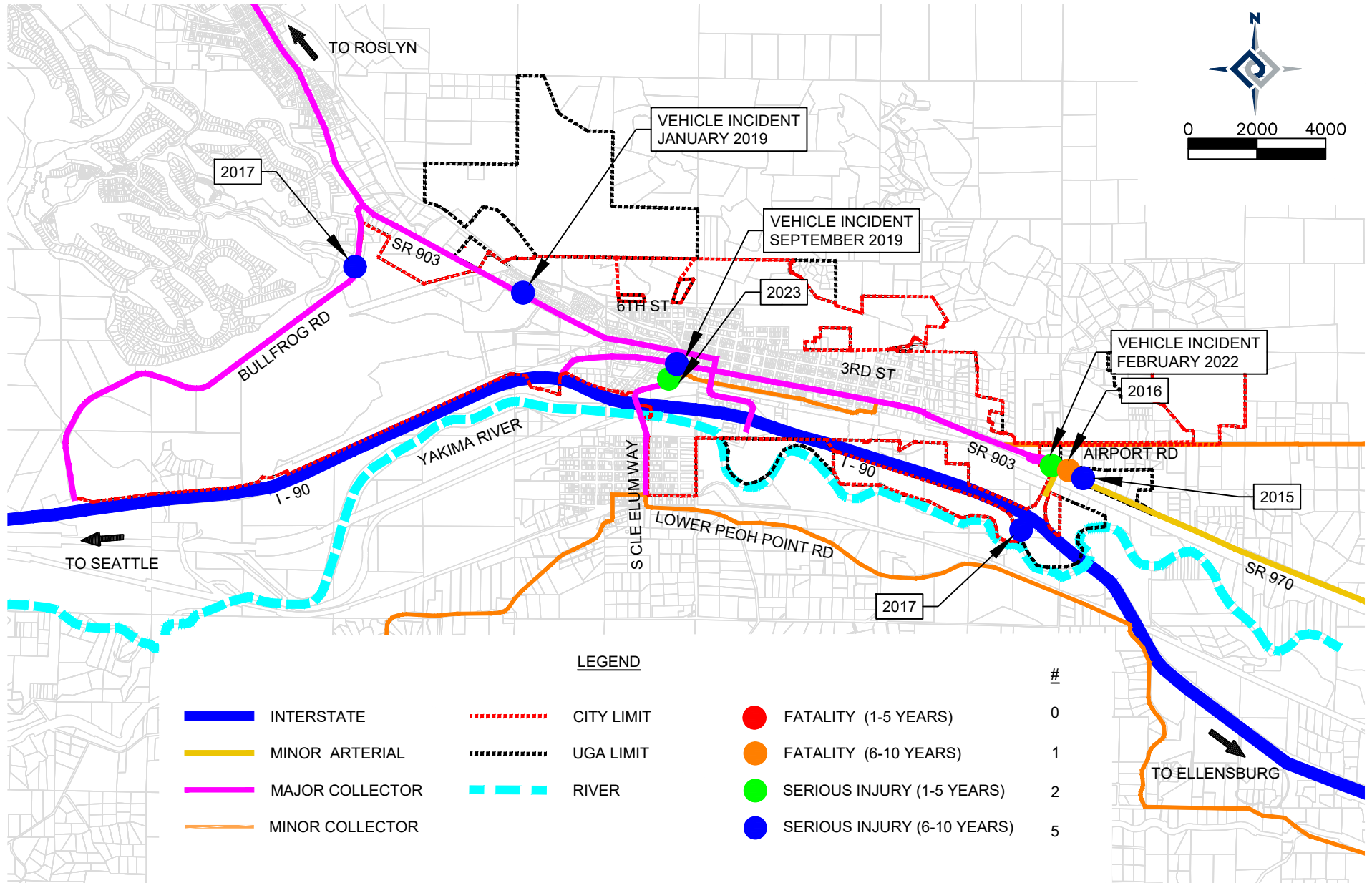
Cle Elum maintains a rolling capital improvement program for transportation projects known as their Six-Year Transportation Improvement Program (TIP). The TIP is updated on an annual basis and can be amended most months. The TIP provides details, schedules, and funding information for projects, programs, and planning efforts the city intends to accomplish with the next six years. Projects identified in this Safety Action Plan will need to be added to the TIP to receive future funding.

Data Collection

To begin the safety analysis, crash data was obtained from the Washington State Department of Transportation (WSDOT) public portal. Crash data reports can be run by year, report category, and report type.



Between 2015 - 2023, there were 8 serious and/or fatal crashes identified in Cle Elum. Crashes were reported by location and type. Proposed countermeasures were then identified, including cost estimates to implement.



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CITY OF CLE ELUM

SERIOUS & FATAL ACCIDENT EXHIBIT SAFETY ACTION PLAN



Incidents involving serious and fatal injuries from 2015-2023 are as follows:

2023 Serious Injury: Project ID: 23.SI.1

In June of 2023, a serious incident occurred along South Cle Elum Way, just southwest of West Railroad Ave. South Cle Elum Way is the major connecting road between the City of Cle Elum and the City of South Cle Elum. This roadway is a two-lane undivided major collector with limited shoulders and roadside area due to the tree line on both sides of the road. No delineation currently exists between roadway and shoulder.

This serious injury accident occurred in the afternoon. It was a single vehicle accident in which an older driver departed his lane, left the roadway, and struck a tree or stump. Proposed traffic mitigation measures at this location include adding rumble strips and new painted fog lines from West Railroad Ave to Reed Street. This solution will help alert drivers when they are leaving the roadway and to improve visibility for the edge of the roadway.

In addition to one serious injury accident, three non-serious injury accidents have occurred at this location in the past ten years.

CITY OF CLE ELUM**City Safety Action Plan****Engineer's Opinion of Construction Cost**

S. Cle Elum Way

2023 Serious Injury

HLA Project No. 24051

11/11/2025

PRELIMINARY

Item No.	Description	Payment Specification	Unit	Unit Cost	Overall Quantity	Overall Cost
1	Minor Change	1-04.4(1)	FA	\$1,000.00	1	\$1,000.00
2	SPCC Plan	1-07.15(1)	LS	\$1,500.00	1	\$1,500.00
3	Mobilization	1-09.7	LS	\$5,000.00	1	\$5,000.00
4	Project Temporary Traffic Control	1-10.5(1)	LS	\$7,500.00	1	\$7,500.00
5	Shoulder Rumble Strip Type 1	8-08.4	MI	\$25,000.00	0.50	\$12,500.00
6	Pavement Markings	8-22.5	LS	\$5,000.00	1	\$5,000.00

Assumptions:

1. 1,100 LF Rumble strips, each shoulder.
2. Rumble strips extend from Railroad Ave to Reed St.
3. Rumble strips are all inclusive.

Subtotal \$32,500.00

Contingency 15% \$4,900.00

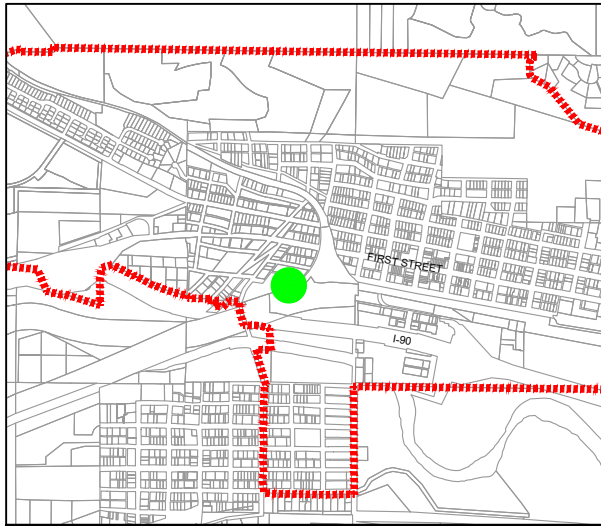
Total Estimated Construction Cost \$37,400.00

Design Engineering \$10,000.00

Construction Engineering \$10,000.00

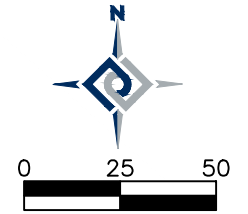
Total Estimated Project Cost \$57,400.00

Engineer, PE Date
HLA Engineering and Land Surveying, Inc.



LEGEND

- EDGE OF TRAVEL WAY
- EXISTING PAINT MARKING
- EXISTING SIDEWALK
-  EXISTING STREET LIGHT
-  EXISTING PED LIGHT
- NEW IMPROVEMENTS



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 SERIOUS INJURY 2023



CITY OF CLE ELUM
TRAFFIC SAFETY MITIGATION MEASURE
SAFETY ACTION PLAN



2022 Serious Injury: Project ID: 22.SI.1

In February of 2022, a serious incident occurred at the junction of State Route 903 and State Route 970, which also connects with westbound Exit 85 off Interstate 90. The accident occurred on a section of the exit that is a two-lane undivided major collector section of State Route 903. It has an annual average daily traffic volume of 2,200 vehicles. Adequate shoulders and guardrails currently exist to prevent drivers from going off steep embankments on either side of the roadway; however, geometry of this junction can be difficult to navigate.

This serious injury accident occurred in the early morning while still dark. The incident involved a single vehicle accident in which the drug impaired driver left his lane and struck the guardrail and signage behind the guardrail. Proposed traffic mitigation measures at this location include adding rumble strips from Exit 85 to State Route 903 to help alert drivers when they are leaving the roadway, before hitting the guardrail.

In addition to one serious injury accident, three non-serious injury accidents have occurred at this location in the past ten years.

CITY OF CLE ELUM**City Safety Action Plan****Engineer's Opinion of Construction Cost**

Exit 85 Off-Ramp

2022 Serious Injury

HLA Project No. 24051

11/11/2025

PRELIMINARY

Item No.	Description	Payment Specification	Unit	Unit Cost	Overall Quantity	Overall Cost
1	Minor Change	1-04.4(1)	FA	\$1,500.00	1	\$1,500.00
2	SPCC Plan	1-07.15(1)	LS	\$1,500.00	1	\$1,500.00
3	Mobilization	1-09.7	LS	\$5,000.00	1	\$5,000.00
4	Project Temporary Traffic Control	1-10.5(1)	LS	\$7,500.00	1	\$7,500.00
5	Shoulder Rumble Strip, Type 2	8-08.5	MI	\$25,000.00	0.90	\$22,500.00
6	Pavement Markings	8-22.5	LS	\$5,000.00	1	\$5,000.00

Assumptions:

1. Rumble Strip is all inclusive.
2. Rumble Strip from Exit 85 to SR 903.
3. Fog line repainting, two coats included.

Subtotal \$43,000.00

Contingency 15% \$6,500.00

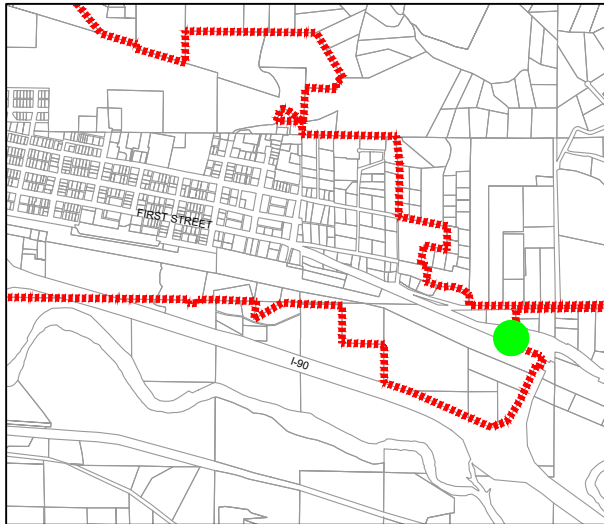
Total Estimated Construction Cost \$49,500.00

Design Engineering \$10,000.00

Construction Engineering \$10,000.00

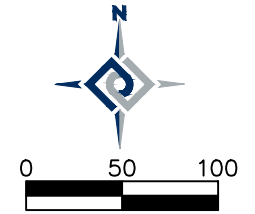
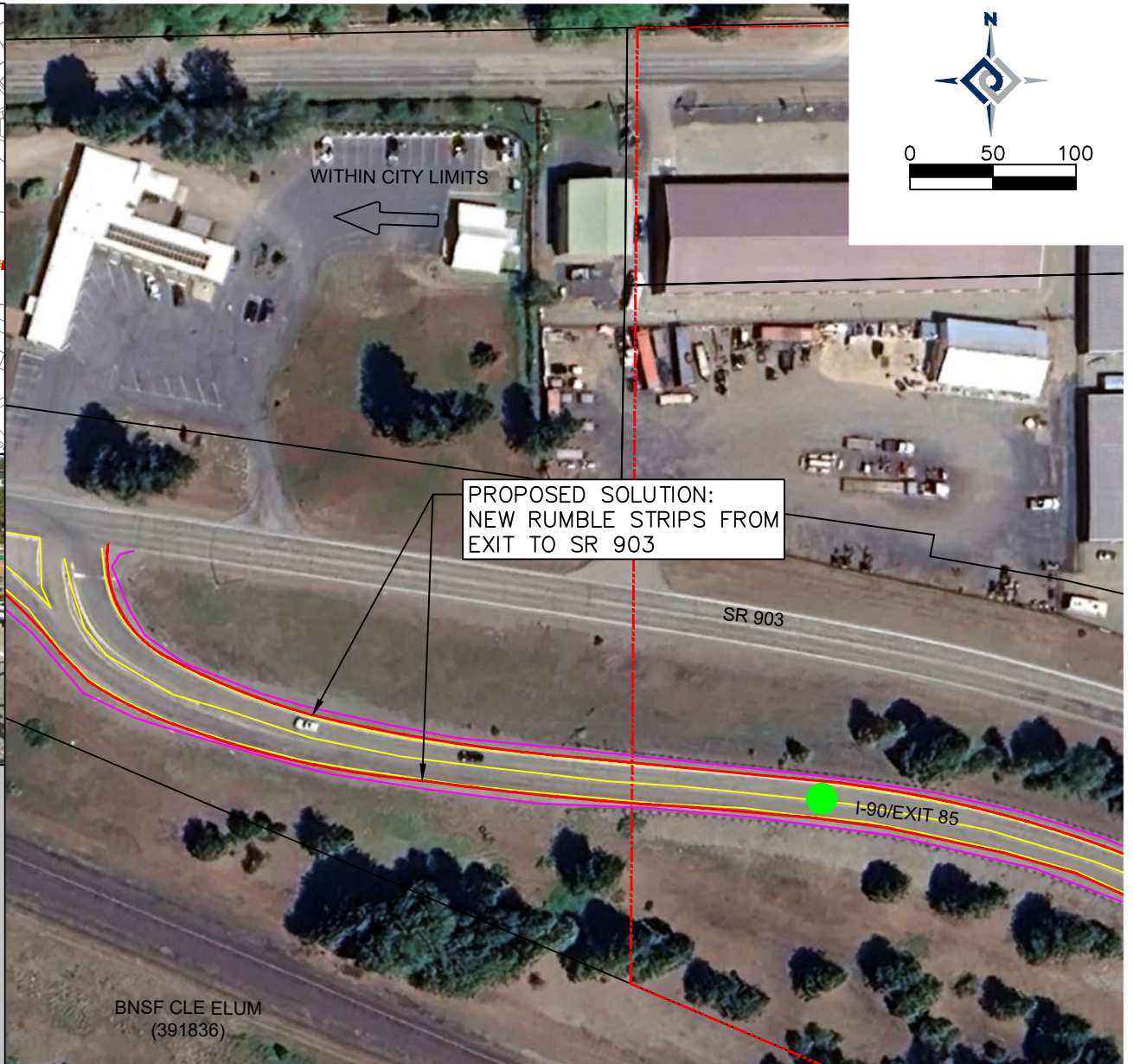
Total Estimated Project Cost \$69,500.00

Engineer, PE Date
HLA Engineering and Land Surveying, Inc.



LEGEND

- EDGE OF TRAVEL WAY
- EXISTING PAINT MARKING
- EXISTING SIDEWALK
- EXISTING STREET LIGHT
- EXISTING PED LIGHT
- NEW IMPROVEMENTS



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● SERIOUS INJURY 2022



CITY OF CLE ELUM
TRAFFIC SAFETY MITIGATION MEASURE
SAFETY ACTION PLAN

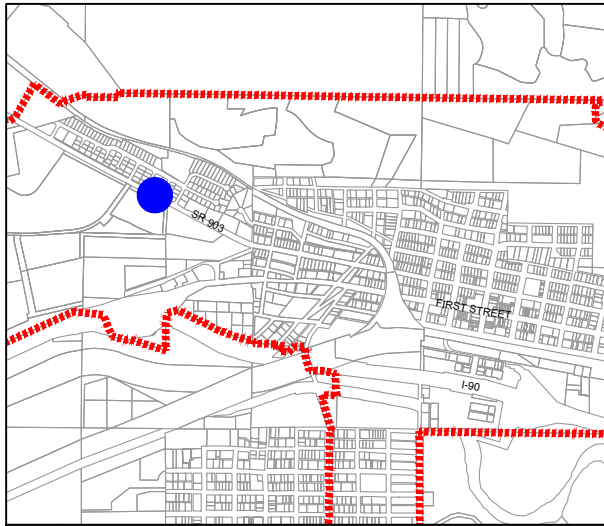


2019 Serious Injury 1: Project ID: 19.SI.1

In January of 2019, a serious incident occurred along State Route 903 near Denny Avenue. This section of roadway is a two-lane undivided major collector with an annual average daily traffic volume of 6,000 vehicles. It is also just southeast of the school zone. No guardrails currently exist to prevent vehicles from striking trees, houses, or pedestrians.

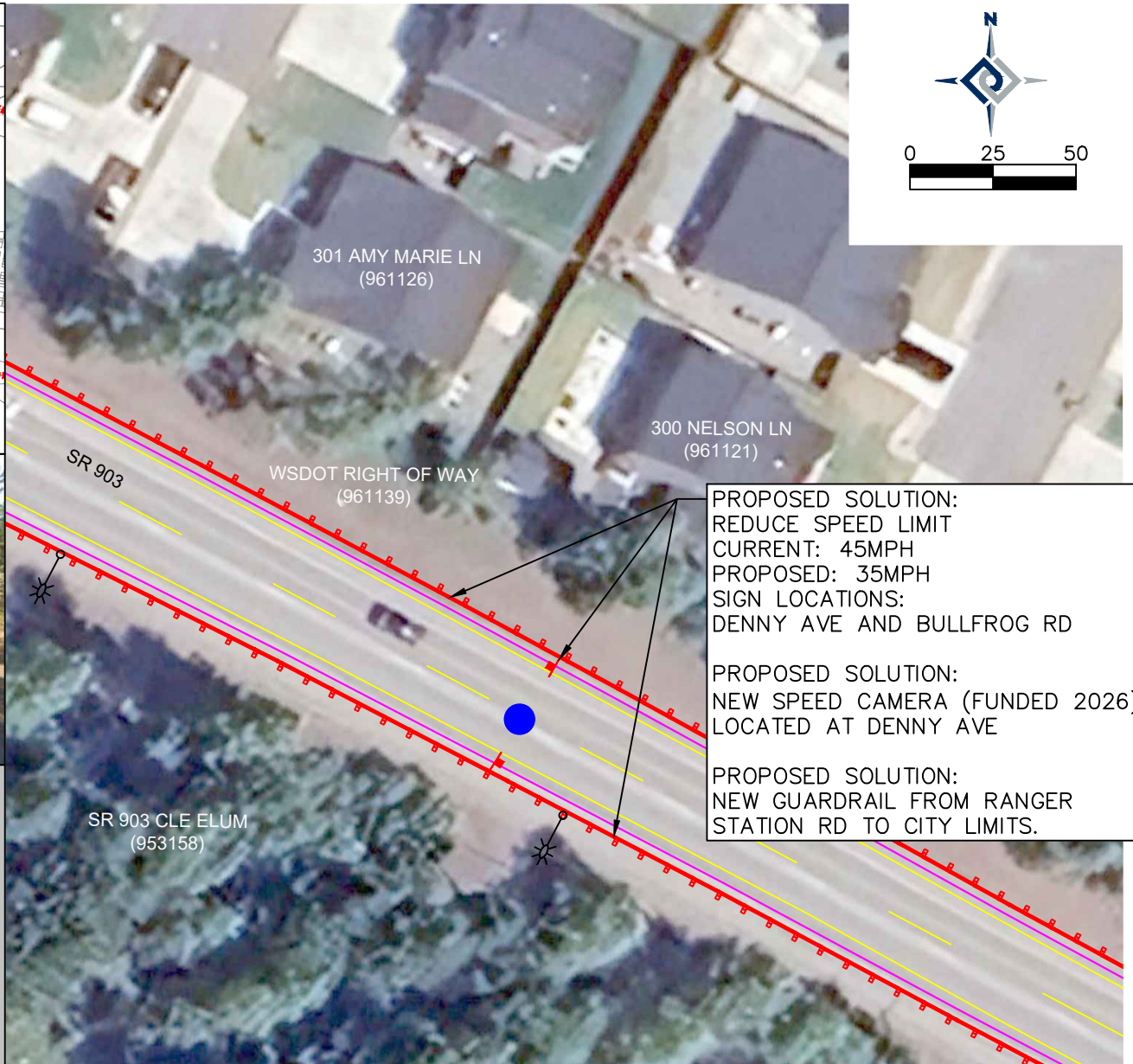
This serious injury accident occurred at nighttime in the winter. A vehicle was driving in snowy and dark conditions where it spun out and struck a second vehicle. Speed was determined to be a factor in this accident. Proposed traffic mitigation measures at this location include a new speed camera, which has been funded and will be installed in 2026, as well as lowering the posted speed limit from 45mph to 35mph and/or adding guardrails from Miller Avenue to the City Limits. These measures will all help to keep motorists safe and decrease the likelihood of a serious injury accident occurring at this location.

In addition to one serious injury accident, ten non-serious injury accidents have occurred at this location in the past ten years.



LEGEND

- EDGE OF TRAVEL WAY
- EXISTING PAINT MARKING
- EXISTING SIDEWALK
-  EXISTING STREET LIGHT
-  EXISTING PED LIGHT
- NEW IMPROVEMENTS



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 SERIOUS INJURY 2019



CITY OF CLE ELUM
TRAFFIC SAFETY MITIGATION MEASURE
SAFETY ACTION PLAN



2019 Serious Injury 2: Project ID: 19.SI.2

In September of 2019, a serious incident occurred at the intersection of Stafford Street and West First Street. This intersection joins two major collectors, both of which provide vital access to navigate through the city and withstand high volumes of traffic. Existing conditions at this intersection involve a traffic signal to manage a through lane and left turn lane in each direction. Existing right of way allows for expansion beyond current roadway.

This serious injury accident occurred in the morning. It was an alcohol-related accident involving two vehicles that collided in the intersection. Proposed traffic mitigation measures at this location include a new roundabout complete with pedestrian facilities and new streetlighting. Roundabouts are statistically proven to have a lower threshold of serious accidents and improve traffic flow, which is why it was chosen for this high-volume location. This location currently has funding for signal improvements and curb ramp replacements, however due to the large volume of accidents, a roundabout in the long term is a much safer option.

In addition to the one serious injury accident, thirteen additional non-serious injury accidents have occurred at this intersection over the past ten years.

CITY OF CLE ELUM**City Safety Action Plan****Engineer's Opinion of Construction Cost**

Stafford Ave and W First St

2019 Serious Injury 2

HLA Project No. 24051

11/11/2025

PRELIMINARY

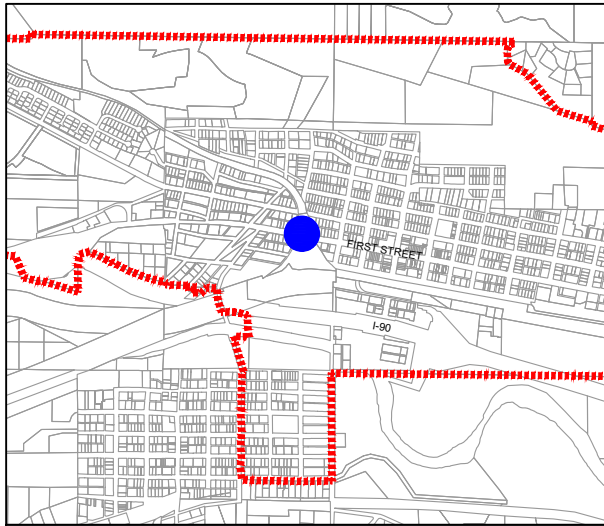
Item No.	Description	Payment Specification	Unit	Unit Cost	Overall Quantity	Overall Cost
1	Minor Change	1-04.4(1)	FA	\$25,000.00	1	\$25,000.00
2	SPCC Plan	1-07.15(1)	LS	\$1,500.00	1	\$1,500.00
3	Mobilization	1-09.7	LS	\$50,000.00	1	\$50,000.00
4	Project Temporary Traffic Control	1-10.5(1)	LS	\$100,000.00	1	\$100,000.00
5	Removal of Structures and Obstructions	2-02.5	LS	\$10,000.00	1	\$10,000.00
6	Unclassified Excavation Incl. Haul	2-03.5	CY	\$80.00	600	\$48,000.00
7	Crushed Surfacing Base Course	4-04.5	TON	\$60.00	650	\$39,000.00
8	Crushed Surfacing Top Course	4-04.5	TON	\$75.00	140	\$10,500.00
9	HMA Cl. 3/8-Inch PG 64H-28	5-04.5	TON	\$250.00	280	\$70,000.00
10	Storm Sewer Pipe 12 In. Diam.	7-04.5	LF	\$150.00	220	\$33,000.00
11	Catch Basin Type 1	7-05.5	EA	\$2,500.00	3	\$7,500.00
12	Adjust Manhole	7-05.5	EA	\$800.00	1	\$800.00
13	Adjust Catch Basin	7-05.5	EA	\$1,000.00	1	\$1,000.00
14	Adjust Valve Box	7-12.5	EA	\$800.00	3	\$2,400.00
15	Adjust Meter Box	7-15.5	EA	\$800.00	1	\$800.00
16	Erosion Control and Water Pollution Prevention	8-01.5	LS	\$1,500.00	1	\$1,500.00
17	Landscape Restoration	8-02.5	FA	\$10,000.00	1	\$10,000.00
18	Cement Conc. Traffic Curb and Gutter	8-04.5	LF	\$80.00	140	\$11,200.00
19	Roundabout Truck Apron Cement Conc. Curb and Gutter	8-04.5	LF	\$80.00	200	\$16,000.00
20	Roundabout Central Island Conc. Curb and Gutter	8-04.6	LF	\$100.00	130	\$13,000.00
21	Roundabout Cement Conc. Curb and Gutter	8-04.5	LF	\$60.00	550	\$33,000.00
22	Roundabout Splitter Island Nosing Curb	8-04.5	EA	\$1,000.00	4	\$4,000.00
23	Pigmented Cement Conc. Splitter Island	8-14.5	SY	\$200.00	45	\$9,000.00
24	Pigmented Cement Conc. Center Island	8-14.5	SY	\$200.00	150	\$30,000.00
25	Pigmented Cement Conc. Truck Apron	8-14.5	SY	\$200.00	180	\$36,000.00
26	Cement Conc. Sidewalk 4-Inch Thick	8-14.5	SY	\$120.00	400	\$48,000.00
27	Cement Conc. Curb Ramp	8-14.5	EA	\$3,500.00	8	\$28,000.00
28	Illumination System, Complete	8-20.5	LS	\$50,000.00	1	\$50,000.00
29	Permanent Signing	8-21.5	LS	\$15,000.00	1	\$15,000.00
30	Pavement Markings	8-22.5	LS	\$20,000.00	1	\$20,000.00

				Subtotal		\$724,200.00
				Contingency 15%		\$108,600.00
				Total Estimated Construction Cost		\$832,800.00
				Design Engineering 15%		\$124,920.00
				Construction Engineering 15%		\$124,920.00
				Total Estimated Project Cost		\$1,082,640.00

Assumptions:

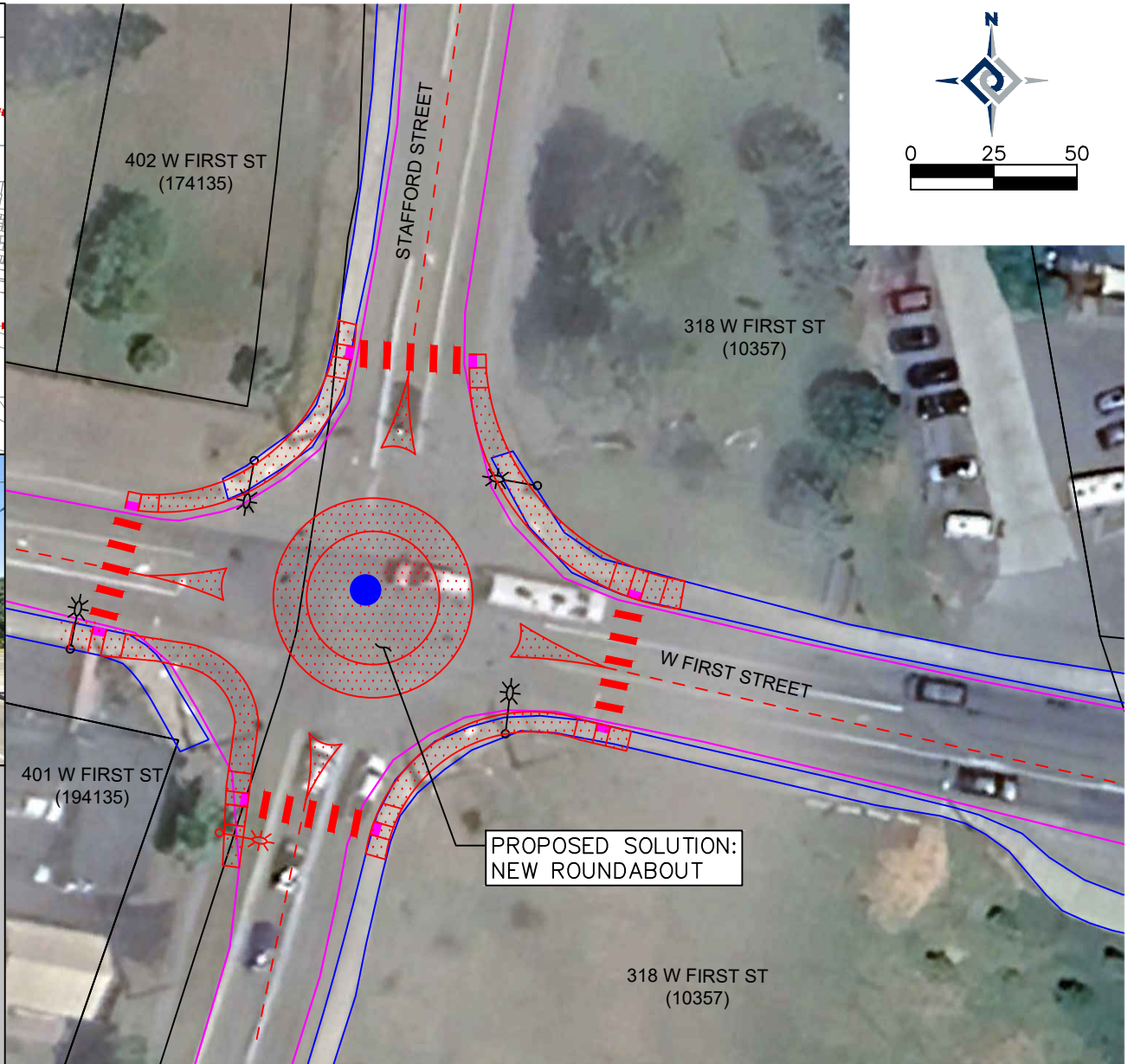
- Roadway section 0.33' HMA, 0.17' CSTC, 0.75' CSBC.
- Three new street lights.
- Single lane roundabout.
- Illumination system includes all equipment, electrical and labor.
- Storm drainage to connect to existing system in Stafford St.
-
-
-
-

Engineer, PE _____ Date _____
 HLA Engineering and Land Surveying, Inc.



LEGEND

- EDGE OF TRAVEL WAY
- EXISTING PAINT MARKING
- EXISTING SIDEWALK
-  EXISTING STREET LIGHT
-  EXISTING PED LIGHT
- NEW IMPROVEMENTS



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 SERIOUS INJURY 2019



CITY OF CLE ELUM
TRAFFIC SAFETY MITIGATION MEASURE
SAFETY ACTION PLAN

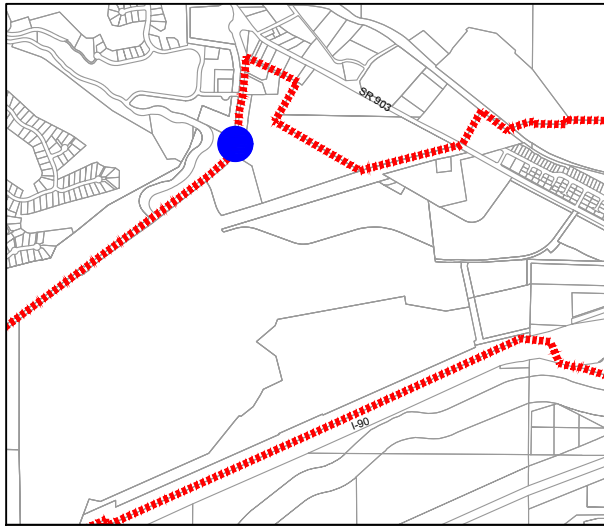


2017 Serious Injury 1: Project ID: 17.SI.1

In August of 2017, a serious incident occurred on Bullfrog Road, south of the intersection with State Route 903. This roadway is a two-lane undivided major collector. It has an annual average daily traffic volume of 5,500 vehicles and is a major connection between Interstate 90, Cle Elum, and Roslyn. It is also the primary route to Suncadia Resort. The existing roadway has a dashed passing centerline and limited shoulders.

This serious injury accident occurred in the afternoon. The accident involved a heavy truck and a motor vehicle, occurring when one of them crossed the centerline and struck the other vehicle. Proposed traffic mitigation measures at this location include lowering the speed limit from the posted 50mph to 40mph and changing the dashed passing centerline to a double solid no passing centerline from State Route 903 to the first bend in Bullfrog Road. This will both slow traffic, creating less serious accidents, and will also discourage cars from passing, therefore helping in the prevention of head on collisions.

In addition to this serious injury accident, one other accident has occurred at this location in the past ten years.



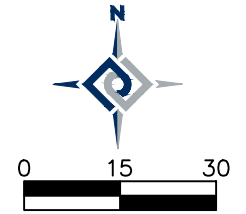
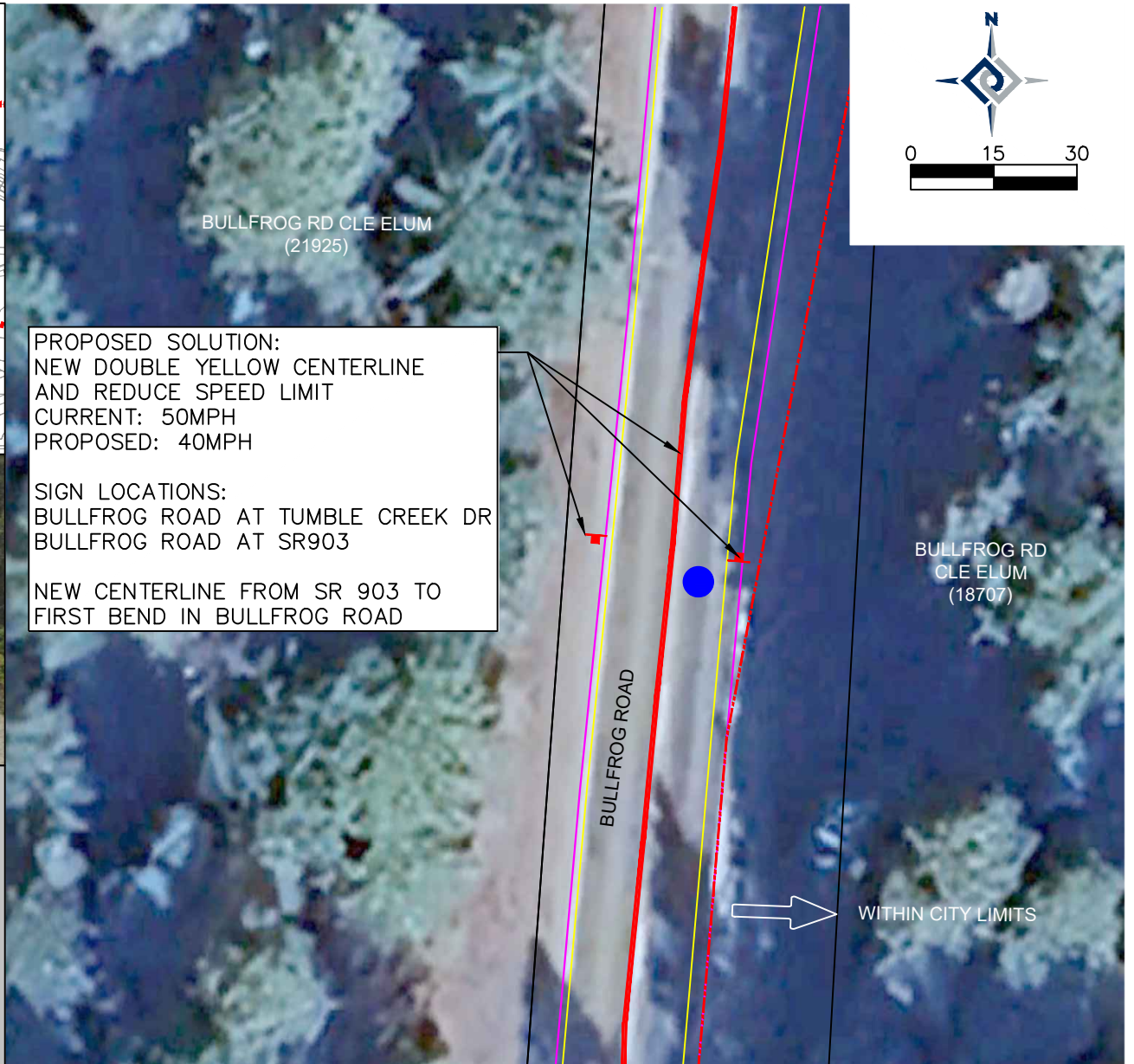
LEGEND

- EDGE OF TRAVEL WAY
- EXISTING PAINT MARKING
- EXISTING SIDEWALK
- EXISTING STREET LIGHT
- EXISTING PED LIGHT
- NEW IMPROVEMENTS

PROPOSED SOLUTION:
NEW DOUBLE YELLOW CENTERLINE
AND REDUCE SPEED LIMIT
CURRENT: 50MPH
PROPOSED: 40MPH

SIGN LOCATIONS:
BULLFROG ROAD AT TUMBLE CREEK DR
BULLFROG ROAD AT SR903

NEW CENTERLINE FROM SR 903 TO
FIRST BEND IN BULLFROG ROAD



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● SERIOUS INJURY 2017



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SAFETY ACTION PLAN

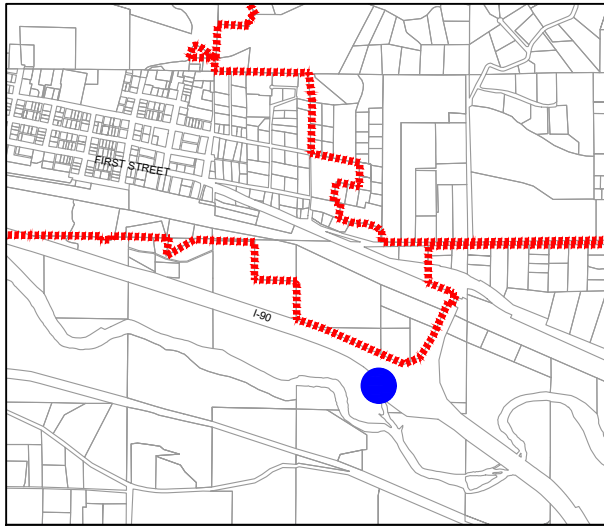


2017 Serious Injury 2: Project ID: 17.SI.2

In July of 2017, a serious incident occurred on eastbound Exit 85 off Interstate 90, which is the junction with State Route 970. This offramp is one lane and connects an interstate with a principal arterial. It has an annual average daily traffic volume of 2,000 vehicles. The existing conditions include guardrails to prevent vehicles from going off the embankment on either side, however, has tight curves that can be difficult to navigate when coming off the interstate.

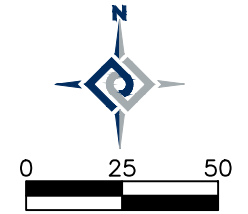
This serious injury accident occurred late in the morning. A single motorcycle was driving distracted when they left the roadway and hit the guardrail. Speed was determined to be a factor in this accident. Proposed traffic mitigation measures at this location include reducing the suggested speed from the posted 40mph to 30mph and adding a corner ahead sign before the junction. These measures would slow traffic down, leading to less serious injuries, and allow cars to prepare to navigate the curvature of the road.

In addition to this one serious injury accident, eight other non-serious injury accidents have occurred at this location in the past ten years.



LEGEND

- EDGE OF TRAVEL WAY
- EXISTING PAINT MARKING
- EXISTING SIDEWALK
-  EXISTING STREET LIGHT
-  EXISTING PED LIGHT
- NEW IMPROVEMENTS



PROPOSED SOLUTION:
REDUCE SPEED LIMIT
BEFORE CORNER
CURRENT: 40MPH
PROPOSED: 30MPH



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 SERIOUS INJURY 2017



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SAFETY ACTION PLAN

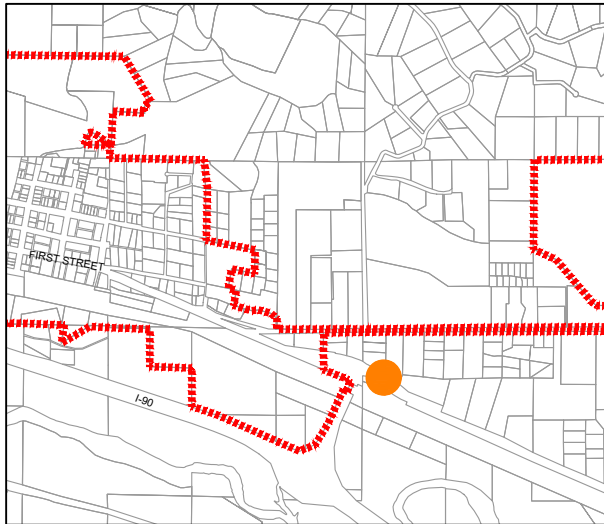


2016 Fatality: Project ID: 16.F.1

In November of 2016, a fatal incident occurred at the junction of State Route 903 and State Route 970, which also connects with westbound Exit 85 off Interstate 90. The accident occurred on a section of the exit that is a two-lane undivided principal arterial section of State Route 970. It has an annual average daily traffic volume of 3,600 vehicles. Guardrails currently exist to prevent drivers from going off steep embankments on either side of roadway, however narrow shoulders and complicated geometry of this junction can be difficult to navigate. No pedestrian facilities or lighting currently exists.

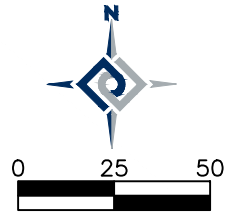
This fatality occurred at nighttime. A pedestrian was outside of his vehicle when he was struck by a vehicle and killed. Due to limited space, proposed traffic mitigation solutions include the addition of streetlights to improve nighttime visibility and adding a “No Pedestrians” sign to discourage pedestrian access along this stretch of highway.

In addition to this fatality accident, eight other non-serious injury accidents have occurred at this location.



LEGEND

- EDGE OF TRAVEL WAY
- EXISTING PAINT MARKING
- EXISTING SIDEWALK
-  EXISTING STREET LIGHT
-  EXISTING PED LIGHT
- NEW IMPROVEMENTS



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● FATALITY 2016



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SAFETY ACTION PLAN

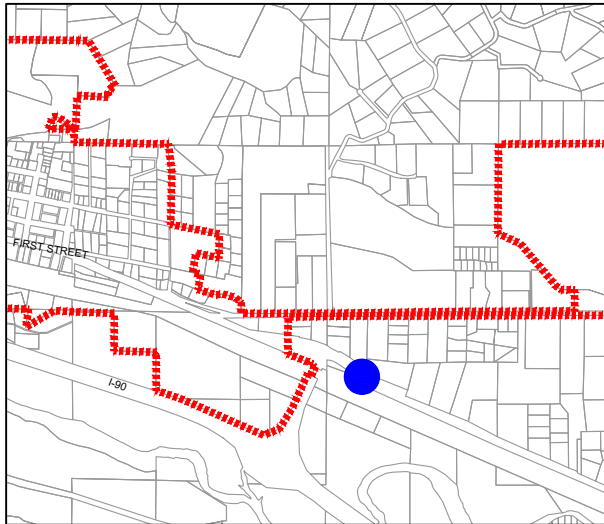


2015 Serious Injury: Project ID: 15.SI.1

In August of 2015, a serious injury incident occurred at the junction of State Route 903 and State Route 970, which also connects with westbound 85 off Interstate 90. The accident occurred on an eastbound section of the exit that is a one-lane principal arterial section of State Route 970. The annual average daily traffic volume is 1,700 vehicles. The existing conditions force traffic from State Route 970 to merge with State Route 903 through a yield sign.

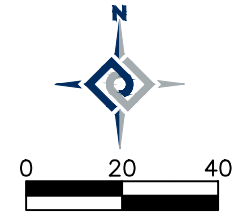
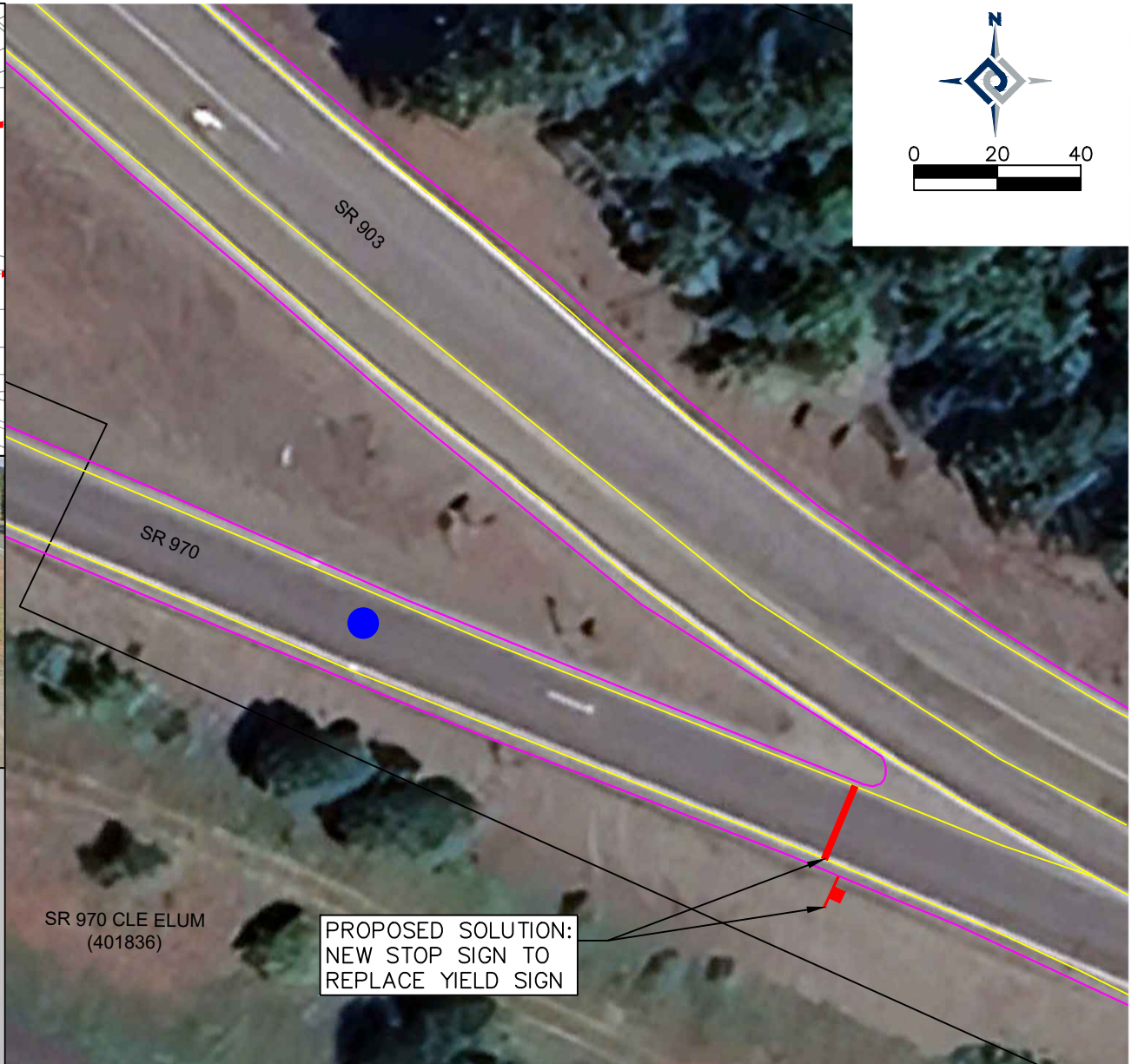
This serious injury occurred in the morning. A heavy truck rear ended a pickup, and the heavy truck overturned. Distracted driving was determined to be a contributing factor. Proposed traffic mitigation measures at this location include a full stop instead of a yield in order to decrease the chances of confusion leading to collisions at this intersection.

In addition to this serious injury accident, two other non-serious injury accidents have occurred at this location.



LEGEND

- EDGE OF TRAVEL WAY
- EXISTING PAINT MARKING
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-  EXISTING STREET LIGHT
-  EXISTING PED LIGHT
- NEW IMPROVEMENTS



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 SERIOUS INJURY 2015



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TRAFFIC SAFETY MITIGATION MEASURE
SAFETY ACTION PLAN



Engagement and Collaboration



SS4A Guidance:

Robust engagement with the public and relevant stakeholders including the private sector and community groups,

allows for both community representation and feedback. Information received from engagement and collaboration is analyzed and incorporated into the Action Plan. Overlapping jurisdictions are included in the process. Plans and processes are coordinated and aligned with other governmental plans and planning processes to the extent practicable.

Public Survey

The City of Cle Elum conducted a survey between March and April 2025. The survey was primarily online, with optional paper copies available at City Hall and the Senior Center. The survey yielded 86 responses, all of which were completed online. The survey was designed to gauge people's attitudes towards roadway safety issues. The responses overwhelmingly favored roadway designs and infrastructure that enhanced public safety.

The last question in the survey was a free-form response to "Do you have any additional traffic safety comments or concerns?" There were 42 responses to this question – of the 42 responses, there were 64 topics discussed which were summarized into 7 categories including:

- Wildfire
- Unsafe Driving
- Roadway Improvement
- Pedestrian Improvement
- Law Enforcement
- Equity/Information
- Bicyclists

The full survey responses are included in Appendix A.



City of Cle Elum – Safe Streets and Roads for All Survey

Thank you for your interest in safer streets and roads in the City of Cle Elum! This survey was developed to help inform our current project to develop a Safety Action Plan and ADA Self Evaluation/Program Access Plan. Your input is very much appreciated.

Take the survey here -

<https://www.surveymonkey.com/r/P2TX7Q6>

Paper versions of the survey can also be obtained at City Hall – 119 W First Street

The survey will be live until April 4, 2025

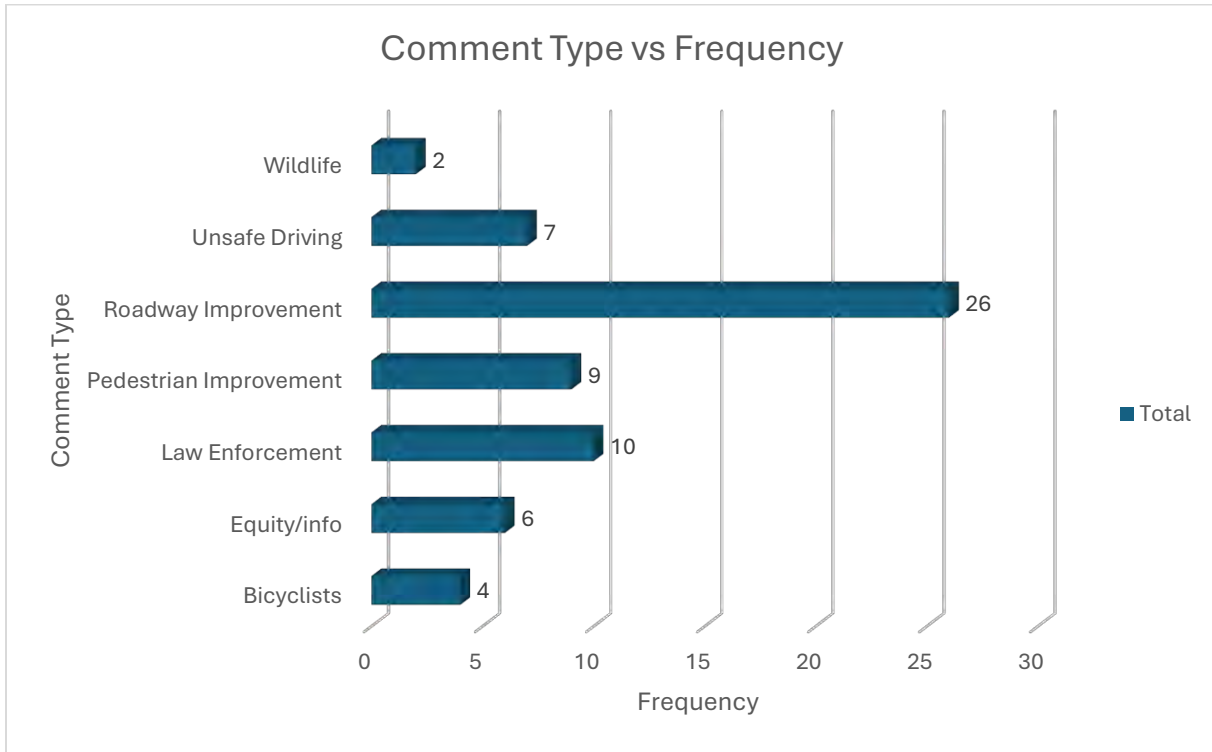


The goal of a Safety Action Plan is to develop a holistic, well-defined strategy to eliminate roadway fatalities and serious injury. The ADA Self Evaluation and Program Access Plan will assess existing public infrastructure for compliance with ADA standards and identify future programs and projects necessary for ADA compliance.

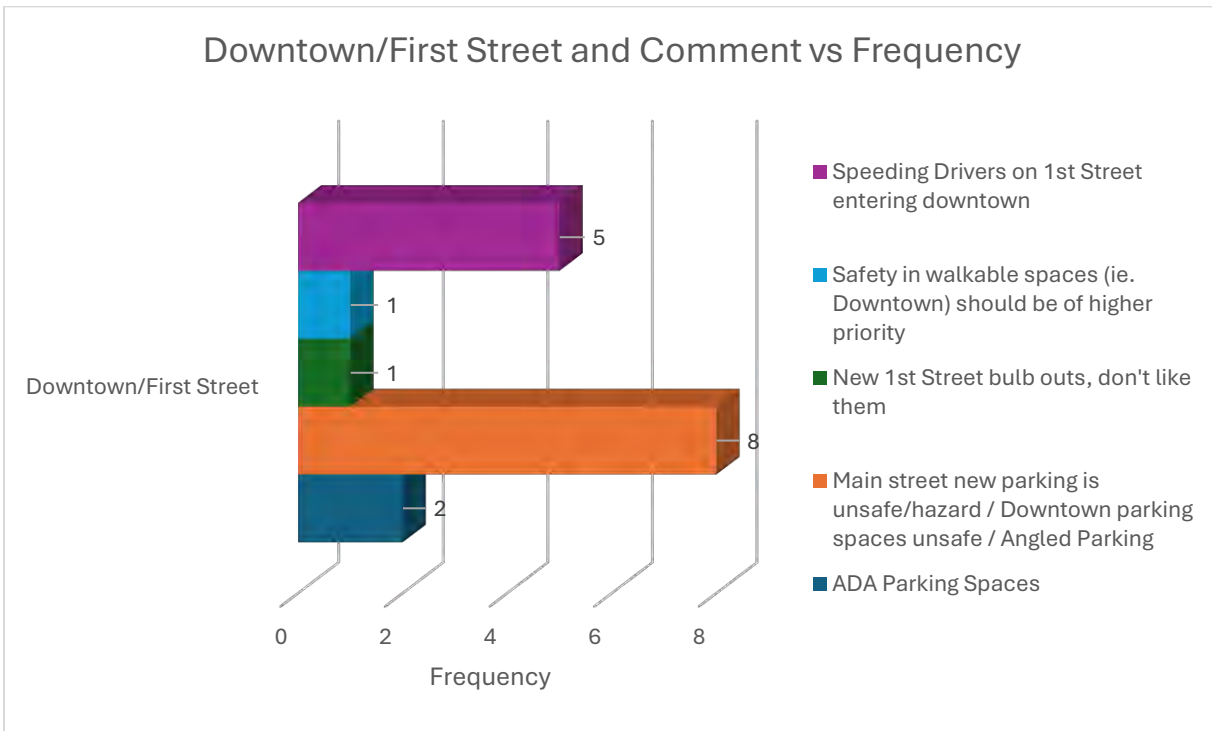
Learn more about the project at <https://cleelum.gov/city-services/planning/safety-plan/>

If you would like to learn more or become part of the advisory team, you can send an email with the subject line "Transportation Task Force" to planning@cleelum.gov Please include in the email your area of interest and contact information.





In responses, several locations were mentioned, but Downtown/First Street included the most. Recent updates to on-street parking and rate of speed were the most common concerns.





Public Open House

The City of Cle Elum held an open house on February 25, 2026, from 2:00-3:00 pm at the Upper Kittitas County Senior Center. An invitation flyer was posted to social media, provided to planning commission and city council, and available at city hall. There was also an article published in the Ellensburg Daily Record that provided a brief synopsis of the Open House and how to provide comments.

While only attended by two members of the public, there was still good discussion regarding street safety, ADA compliance, future infrastructure projects, and implementation.

City Staff and the Consultant team were available to answer questions and provide background information on the Safety Action Plan and ADA Transition Plan. A PowerPoint presentation was provided, which is included in Appendix B.

In addition to the presentation materials, full-size aerial maps were available showing crash locations, arterial streets, and city limits boundaries.

There were no additional written comments received by the consultant team or staff.





Equity Analysis



SS4A Guidance:

Plan development using inclusive representative processes. Underserved communities are identified through data and other analyses in collaboration with appropriate partners. Analysis includes both population characteristics and initial equity impact assessments of the proposed projects and strategies.

Environmental Justice (EJ) refers to the fair and equitable treatment of all individuals, regardless of their income, race, color, national origin, tribal affiliation, or disability. EJ requires the meaningful inclusion of all groups in decisions related to planning that impacts human health and the environment. Low-income and minority groups whose communities have historically been disadvantaged due to underinvestment are included in EJ populations. Active participation from EJ populations can help prevent negative consequences from planning efforts and implementing projects, promoting more just decisions and outcomes.

The City of Cle Elum is in central Washington in Kittitas County. Situated about 25 miles northwest of Ellensburg and 83 miles east of the Seattle area, Cle Elum is a popular destination for camping and outdoor activities.

Demographics

The City of Cle Elum has a population of 2,157 people, 7% of whom are Hispanic or Latino. The city has 1,116 households and an average household size of 2.76 persons. English is the primary language spoken at home at 93.6%, 5.6% of homes speak Spanish.

The median age in Cle Elum is 48.6. 16.1% of the population is under 18 years old and 20.9% of the population is over the age of 65.



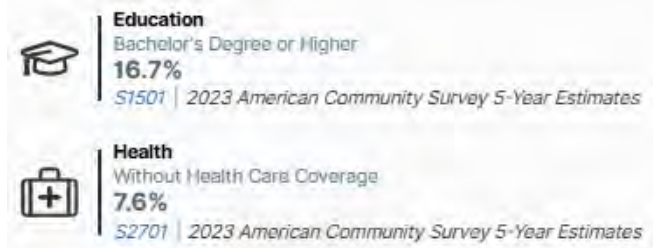
The median household income in Cle Elum is \$56,912 which is below both Kittitas County (\$69,928) and WA State (\$99,389). Approximately 16.7% of Cle Elum residents have a bachelor's degree or higher.

The city has a 57.7% employment rate, with the top 3 sectors being Arts, entertainment, recreation, accommodation, and food services (17.8%), Construction (17.6%), and Professional, scientific, management, and administrative and waste management services (11.5%).



About 59.7% of homes are owned in the city limits. The median gross rent for rental housing is \$1,075 per month.

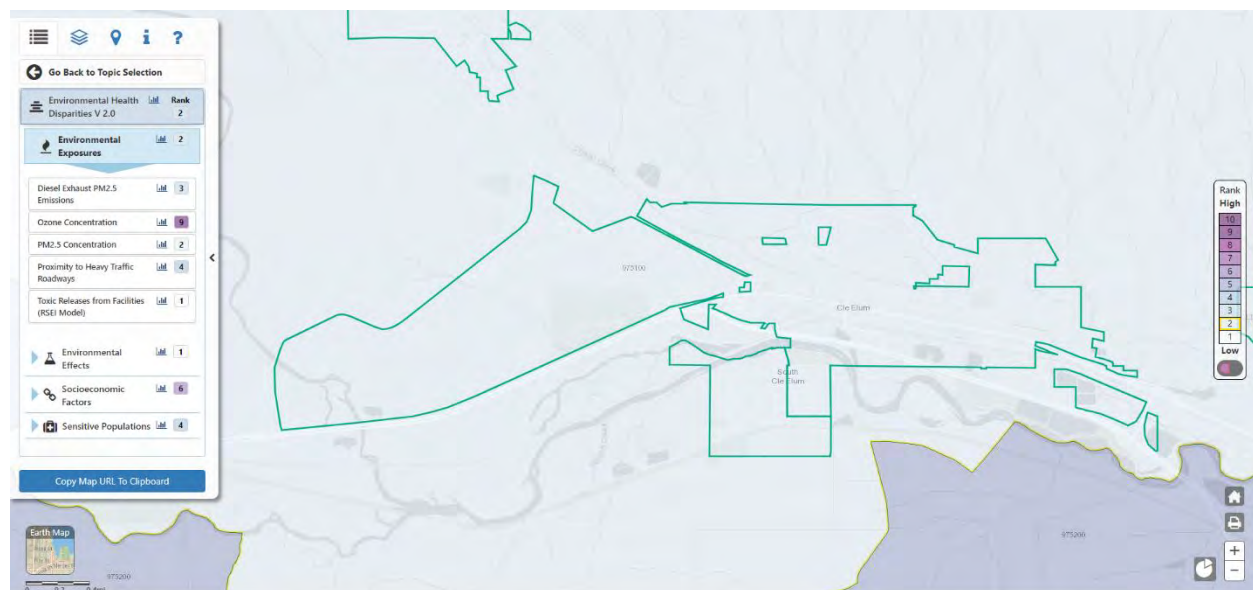
[Cle Elum city, Washington - Census Bureau Profile](#)



WA State Department of Health

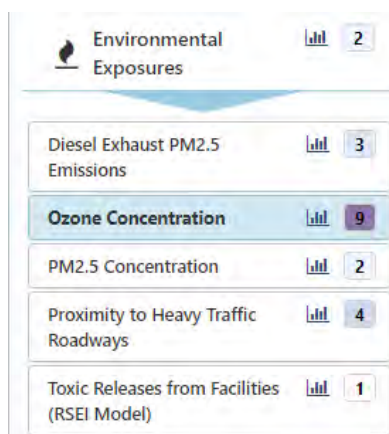
The Washington State Department of Health developed a mapping tool for health disparities that displays location-based information to help identify health disparities in a community. The mapping tool includes a variety of datasets showing information on health outcomes, social determinants of health, and economic determinants of health. The City of Cle Elum lies within Census Tract 530379-75100.

[Information by Location | Washington Tracking Network \(WTN\)](#)



Environmental Health Disparities

Overall, the City of Cle Elum ranks 2/10 for Environmental Health Disparities.



Environmental Exposures

For overall Environmental Exposures, the City of Cle Elum ranks 2/10. However, the city ranks 9/10 for Ozone Concentration.

Ozone Concentration: Ozone is a highly reactive gas consisting of three oxygen atoms. Sources include motor vehicles, biogenic sources, solvent use, residential wood combustion, gasoline pumps, and industrial sources. Exposure to ozone pollution can result in adverse health outcomes including increased risk of mortality. Health risks include higher rates of asthma, increased daily deaths, and increased cardiovascular and respiratory mortality.

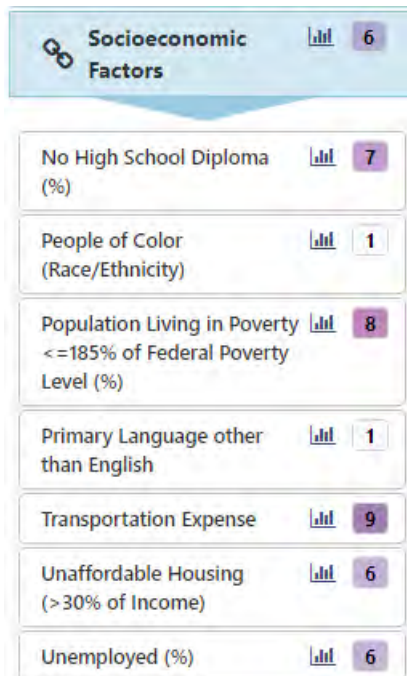
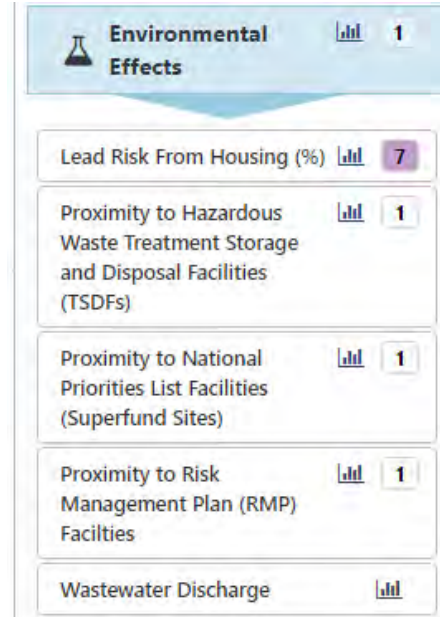




Environmental Effects

The City of Cle Elum ranks 1/10 for Environmental Effects. However, the city ranks 7/10 for Lead Risk from Housing.

Lead Risk From Housing: Lead poisoning is a serious but preventable public health issue. Lead is a naturally occurring toxic heavy metal. Much of the lead found in human environments is due to the use of lead in products such as gasoline and house paint. There are no known safe levels of lead exposure, and even small amounts can lead to significant health implications. Exposure can lead to chronic health conditions, neurological defects, and nervous system damage. Those that live in low socioeconomic housing or in poverty are more likely to live in older homes and be exposed to lead poisoning.



Socioeconomic Factors

The City of Cle Elum ranks 6/10 for Socioeconomic Factors, including: No High School Diploma (7/10), Population Living in Poverty (8/10), and Transportation Expense (9/10), Unaffordable Housing (6/10) and Unemployed (6/10).

No High School Diploma: Educational attainment is a very important social determinant of health as it provides insight into individual and community health and well-being for various health outcomes. Those who have a high school diploma or higher have less risk of mortality caused by particulate matter pollution. Communities with lower educational attainment are more susceptible to developing asthma and other air pollution-related cardiopulmonary health outcomes.



Population Living in Poverty: Poverty is a primary social determinant of health and is strongly associated with exposure to environmental pollutants. Low-income communities are significantly impacted by their socioeconomic status. Economic status shapes one's nutrition, occupation, housing, access to healthcare resources, and more. Due to increased psychosocial stress and decreased resilience, individuals experiencing poverty bear poor mental and physical health. Furthermore, many do not have the resources or access to healthcare services or delay healthcare due to financial insecurity. Thus, underlying pre-existing health conditions in low-income communities may be exacerbated by exposure to environmental pollutants. Individuals in low socioeconomic status face higher concentrations of air pollutants, making them more susceptible to chronic respiratory health outcomes such as asthma. In addition, those experiencing poverty may not have access to safe or healthy living conditions, leading to additional vulnerability to infectious diseases and exposure to environmental hazards.

Transportation Expense: Transportation affordability captures many of the socioeconomic conditions that affect social health and well-being. As a social determinant of health, this indicator may influence the effect of exposure to environmental pollution. Those that experience a transportation burden may be at greater risk of living in areas of environmental degradation and increased levels of air pollution. Individuals living in areas of heavy traffic and limited transportation options may be exposed to a greater extent of air pollution and experience vulnerability to respiratory health outcomes and increased mortality. Additionally, those that experience transportation burdens may delay medical care and services and suffer more long-term impacts due to financial insecurity or distance to resources. Low-income and financially vulnerable individuals may also experience greater periods of instability, resulting in increased vulnerability to chronic and acute health conditions. Such health effects include stress and depression.

Unaffordable Housing: The housing burden captures many of the socioeconomic conditions that affect social health and well-being. As a social determinant of health, this indicator may influence the effect of exposure to environmental pollution. Those that live with a housing burden may be at a greater risk of living in areas of environmental degradation and increased levels of air pollution. Individuals experiencing a housing burden are at greater risk of exposure to air pollution and higher mortality. Those that experience a housing burden may delay medical care services and suffer more long-term impacts due to financial insecurity. Low-income and financially vulnerable households may also experience greater periods of residential instability, and increased vulnerability to chronic and acute health conditions. Such health effects include stress and depression.

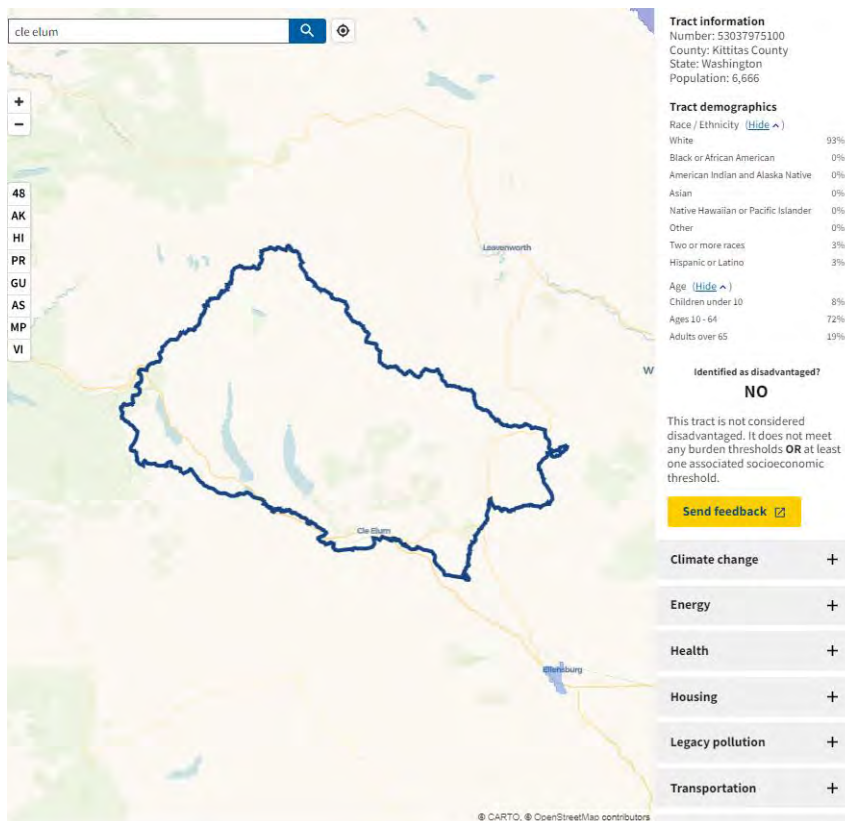
Unemployed: Unemployment is a major factor when considering individual health and well-being. Unemployment can significantly impact mental and physical health as financial and emotional stress increases. This stress may lead to an increased susceptibility to environmental pollutants. With unemployment, individuals may experience the burden of financial strain, resulting in reduced access to healthcare resources, insurance, and nutritious food, leading to an increased risk of poor health outcomes related to environmental pollutants. When experiencing unemployment, individuals experience high levels of biological stress and long-term unemployment may lead to increased morbidity and mortality. Unemployment may lead individuals to seek housing in lower-income areas, which are often associated with higher levels of air pollution and environmental decline. In addition, in communities with high rates of unemployment, the increased cardiovascular disease persists.



Sensitive Populations

The City of Cle Elum ranks 4/10 for Sensitive Populations. This health disparity metric looks at Low Birth Weight (7/10).

Low Birth Weight: Outcomes such as Low birth weight (LBW) is a globally recognized marker for population health due to existing disparities because certain demographics put infants at risk of LBW. For example, Black or Hispanic women have a higher risk of giving birth to a LBW baby, or older women have higher risk of delivering a LBW baby. Additional risk factors associated with LBW include nutritional status, lack of prenatal care, stress, and maternal smoking. There is evidence that environmental stressors not only impact LBW infants throughout their lifetime but also put infants at risk for LBW before birth.



Climate and Economic Justice Screening Tool

The White House Council on Environmental Quality developed a Climate and Economic Justice Screening Tool that examines overburdened and underserved areas at the census tract level. Cle Elum is located in Census Tract 530379-75100, which is not identified as disadvantaged.



Equity Summary

Based on the Demographics, the Department of Health Information by Location Tool, and the White House Council on Environmental Quality Climate and Economic Justice Screening Tool the City of Cle Elum has developed the following Outreach Goals and Outcomes:

Outreach Goal 1:

Engage the community at-large so that all residents can voice their opinion and contribute to the City of Cle Elum Safety Action Plan.

Outcome 1.1:

Receive a wide variety of comments and opinions from the community.

Outcome 1.2:

Identify alternative methods of outreach and communication, which may change throughout the project timeline, to reach the highest number of residents and interested stakeholders.

Outreach Goal 2:

Through equitable public engagement, identify segments of the community who may be more affected by programmatic or infrastructure changes.

Outcome 2.1:

Ensure that any barriers to achieving meaningful outreach to certain segments of the community such as language, internet access, time-of-day (for public meetings), or others are remedied through appropriate accommodations.

Outcome 2.2:

If necessary, based on community requests, provide both an in-person and electronic option for public meetings.



Policy and Progress Changes



SS4A Guidance

Assessment of current policies, plans, guidelines, and/or standards (e.g., manuals) to identify opportunities to improve how processes prioritize transportation safety. The Action Plan discusses implementation through the adoption of revised or new policies, guidelines, and/or standards, as appropriate.

Comprehensive Plan

Cle Elum adopted its current Comprehensive Plan on June 25, 2019, which included updates in December 2019 and November 2021. The Transportation Element includes the following safety-related goals and policies:

Goal T-1: Be consistent with the City's Comprehensive Plan Goals and Policies, the State's Growth Management Act, and County-wide Planning Policies.

Policy T-1: Land use plans and regulations should be used to guide development of the Transportation Element for the City.

Policy T-4: Adequate transportation facilities and services should be in place at the time of occupancy of a development.

Goal T-2: Create a comprehensive street system that provides reasonable vehicular circulation throughout the City while enhancing the safety and function of the overall local transportation system.

Policy T-9: Each street in the City of Cle Elum should be assigned a functional classification based on factors including traffic volumes, type of service provided, land use, and preservation of neighborhoods.

Policy T-10: Streets and pedestrian paths in residential neighborhoods should be arranged as an interconnecting network that serves local traffic and facilitates pedestrian circulation.

Policy T-14: Residential flow on, and accessibility to, arterial streets from unincorporated areas of the county and highways outside of the region, should be controlled and managed in cooperation with Kittitas County and the Washington State Department of Transportation (WSDOT).

Policy T-15: Provide a balance between protecting neighborhoods from increased through traffic while maintaining access to neighborhoods.

Policy T-16: Proactively work with WSDOT, Kittitas County, and neighboring jurisdictions to provide capacity on regional transportation systems and reduce non-essential traffic on local streets.

Policy T-17: Develop strategies to reduce adverse traffic impacts on local areas. Areas of the City that require this type of planning should be identified and addressed through the sub-area planning process, neighborhood plans, or traffic mitigation programs that are implemented through development review.



Goal T-3: Evaluate existing and future land use for its impacts to the circulation system; ensure that a consistent level of service is provided to the public; and any improvements that may be required, are concurrent to the development.

Policy T-24: At a minimum, the developer or landowner's proposal shall include provisions for sidewalks, lighting, landscaping, access, off-street parking, stormwater control, and road and signage improvements.

Goal T-4: Promote the development and enhancements of non-motorized transportation Citywide.

Policy T-25: Pedestrian and bicycle traffic should be accommodated within all areas of the City.

Policy T-26: Pedestrian and bicycle movement across arterial intersections should be enhanced.

Policy T-27: Obstructions and conflicts that restrict pedestrians and bicycle movement should be minimized on sidewalks, paths and other areas.

Policy T-29: Streets and pedestrian paths in residential neighborhoods should be arranged as interconnecting networks and should connect to other streets.

Policy T-30: New pedestrian facilities should be compliant with the Americans with Disabilities Act, and existing facilities should be upgraded to improve accessibility.

Policy T-31: Non-motorized transportation should be developed in tandem with motorized transportation systems, recognizing issues such as safety, user diversity, and experiential diversity.

Policy T-33: Foot/bicycle separation should be provided wherever possible; however, where conflict occurs, foot traffic should be given preference.

Policy T-34: Adequate separation between non-motorized traffic should be provided to ensure safety.

Policy T-39: Encourage the principles of pedestrian design, whenever possible, on new and existing pedestrian facilities.

Policy T-40: Encourage the removal and/or maintenance of vegetation that impedes sight lines or the travel surface of pedestrian and bicycle facilities.

Policy T-42: Cle Elum seeks to enable, whenever possible, residents to travel more safely and efficiently throughout the City on foot, by bicycle, and by wheelchair.

Goal T-9: Minimize the impact of truck traffic on general traffic circulation and on Cle Elum neighborhoods.

Policy T-53: Heavy through truck traffic should be limited to designated truck routes in order to reduce excessive contributions to noise, parking issues, congestion, and to minimize wear on pavement surfaces not constructed to accommodate truck traffic.



Recommendation: *The City of Cle Elum is currently updating its Comprehensive Plan Transportation Element (project due date December, 2026). The revised Transportation Element should include at least one Traffic-Safety specific goal and implementing policy acknowledging the City's commitment to zero traffic fatalities and serious injuries.*

Construction Standards

The City of Cle Elum's [Construction Standards](#) for the private construction of public facilities was last updated in 2024. This document includes several safety-related standards and objectives, primarily related to the safety components and requirements during construction. Chapter 7 of the Construction Standards includes general requirements for street improvements and traffic studies. Depending on the scope of future developments, the Public Works Director or City Engineer may require a traffic study to be completed by the developer at the developer's expense. Minimum requirements of the traffic study include:

- Description of development (location, current and proposed land use and zoning) AM, PM, and Daily trip generation
- Site plan review
 - o Access locations
 - o Bike/ped/vehicle circulation
 - o Parking evaluation

Optional elements that can be requested by the City include:

- Inventory of existing transportation network
 - o Pedestrian, bicyclist, and vehicular
- Trip distribution
- Surrounding area land uses and zoning
- Existing conditions (traffic counts collected within previous 12 months)
- No Build Conditions
 - o Using background growth and background project trips
- Build Conditions
- Mitigation Conditions (if necessary)
 - o Offsite, such as proportionate share of infrastructure improvements
 - o On-site, such as traffic management plan (TMP) or parking management plan (PMP)
- Safety analysis
 - o Crash data for all study intersections from last 5 years
 - o Discussion on crash trends, if any
 - o Recommendations for safety improvements, if any



Recommendation: *The City of Cle Elum should consider making the optional safety analysis a requirement for all Traffic Studies. At a minimum, the decision to require a safety analysis as part of a Traffic Study should come after review of recent crash data in the vicinity of all new projects – If a fatal or serious injury crash occurred within the last 5 years, the safety analysis should be required.*

Snow Removal Priority Guidelines

The City of Cle Elum is located in the heart of the Cascade Range and therefore is prone to several inclement weather and winter storm events each year. As such, the potential for fatal or serious injuries during winter months can be compounded by weather conditions. The goal of the City's Snow Removal Priority Guidelines is to efficiently cost-effectively provide a safe and accessible transportation system during inclement weather and winter storm events. The policy includes the following general considerations, conditions, and standards:

- The snow removal performance standard is to complete the initial snow removal operation and have snow removed to a level for "safe" vehicle passage, curb to curb or edge of pavement to edge of pavement within 24 hours after the end of the snow event. The City snow removal standard is not to remove all ice and snow from the surface of the pavement or a "black asphalt" policy.
- Snow removal routes are based on a city established priority system.
- Emergencies and safety are the immediate priorities.
- Street snow removal to begin at an accumulation of 6 inches or more as determined by the Public Works Director or designee.
- Removal of the accumulation of "snow berm" or "snow wrinkle" created by the City snowplow operations at private driveway entrances is the responsibility of the individual homeowner or property owners.
- Sidewalks and Safe Route snow removal to begin at accumulations of 2 inches or more as determined by the PW Director or designee.
- Safe Route to School priority is reduced when school is not in session.
- CEMC Title 12 requires homeowners and businesses to remove snow from the walks directly adjacent to their property in a timely manner.
- It shall be the policy of the City to consider cost, environmental impact of salt usage, as well as safety of the motoring public when establishing application rates and location for application.
- City plow operators make every effort to avoid damage to areas adjoining the street. City residents and businesses should keep landscaping, garbage containers, recycling containers, etc. from obstructing right-of-way.
- If a city plow or truck damages a fence or other item through direct contact or due to the force of the snow rolling off the plow that is placed within the city right-of-way or within an easement, the fence or other item(s) will be repaired or replaced at the property owner's expense.



The policy includes the following Priorities:

Priority 1 – Emergency & Street Collector Routes

- Priority 1 snow removal tasks are assigned during a major snow event to ensure major transportation routes are passable to allow emergency vehicles access within 2 blocks of residences and businesses.
- Routes included:

Cottage Ave Hill	Stafford Hill	Reed Street
Montgomery Ave Hill	Shober Way	Fire Department
Peoh Ave Hill	Denny Ave Hill	Police Department
Oakes Ave Hill	Pine Street	

Priority 2 – All City Streets/Safe Route to School Walks (progress Path)/Other

- City Streets and Alleys
- Safe Route to School Walks (when in session) to include:
 - Progress Path
- Others to include:
 - City Hall Walks
 - Library Walks
 - Park Walks and sidewalks

Priority 3 – As Needed and as Time Allows

- Snow piles (accumulation of plowed snow along curb lines and road edges). Removal to be done at a time designated by the Public Works Director or designee.
- Wrinkle and General Clean-up of Residential & Business Streets (Done on a “worst case” non-preferential basis) to prevent flooding during thaw.

Recommendation: *Annually review and analyze any winter or inclement weather-related crashes and update the snow removal policy if warranted.*



Strategy and Project Selections



SS4A Guidance

Identification of a comprehensive set of projects and strategies--shaped by data, the best available evidence and noteworthy practices, and stakeholder input and equity considerations—that will address the safety problems described in the Action Plan. These strategies and countermeasures focus on a safe System Approach and effective interventions and consider multidisciplinary activities. To the extent practicable, data limitations are identified and mitigated.

Evaluation Criteria and Project Scoring

Once identified, the projects and strategies are prioritized in a list that provides time ranges for when the strategies and countermeasures will be deployed (e.g., short-, mid-, and long-term timeframes). The list should include specific projects and strategies, or descriptions of programs of projects and strategies, and explain prioritization criteria used. The list should contain interventions focused on infrastructure, behavior, and/or operational safety.

The crash locations identified in the Data Collection section above are summarized and initially ranked by descending year and severity.

TABLE 1 IDENTIFIED CRASHES BY YEAR AND SEVERITY	
Rank	Project
	Fatal Injury (2016)
1	Exit 85 Lighting and Signage
	Serious Injury (2015-2023)
2	Railroad Ave Road Safety Improvements – Rumble Strips and Fog Lines
3	Exit 85 Road Safety Improvements – Rumble Strips
4	SR 903/Denny Ave Speed Camera and Guardrail
5	W First St and Stafford Roundabout
6	Bullfrog Road Signage and Striping
7	Exit 85 Reduced Speed
8	SR 970 Signage

The countermeasures identified for each project also include an engineer's estimate. To determine relative cost and complexity of projects, the following matrix was developed, which also includes estimated timing for implementation:

TABLE 2 PROJECT FUNDING AND TIMING			
	Low Cost (\$) (< \$149,999)	Mid Cost (\$\$) (\$150,000 - \$749,999)	High Cost (\$\$\$) (> \$750,000)
Short-Term (1–5 Years)	\$		
Mid-Term (6-15 Years)		\$\$	
Long-Term (> 16 Years)			\$\$\$



The data and exhibits identified in the data collection section were reviewed by the task force to determine project ranking and scoring. The evaluation criteria the city will use for scoring projects is as follows:

- Is the proposed countermeasure or improvement completely contained inside the city limits or the Urban Growth Area? If yes, continue screening.
 - o If no, is the proposed countermeasure or improvement part of a connection to a Kittitas County of WSDOT roadway which is actively and properly coordinated with all partners? If yes, specify the portion the city will include in its plan and continue screening.
 - If no, then do not proceed without Council authorization
- Is the countermeasure or improvement with the City's Comprehensive Plan Transportation Element and Capital Facilities Plan goals and policies? If yes, list specific goals and policies.
 - o If not, is there a compelling reason for amending the improvement or project into the appropriate plan(s) ahead of the next customary update? If yes, schedule amendments or addendums as necessary.
 - If no, has the need or improvement been evaluated by City staff and the Council and deemed a higher priority than the projects on the existing list? If yes, state the purpose of the higher priority.
 - If no, then do not proceed without Council authorization
- Does the City budget allow for inclusion of the countermeasure or improvement in addition to the projects already identified on related prioritized lists, or does the city reasonably anticipate grant or other funding to complement the funding allowable in the city budget? If yes, list the sources of funding that are anticipated for the inclusion of these countermeasures or improvement, and the year complete funding may be available.
 - o If not, will the priority of this project supersede any of the existing needs or improvements on the priority lists in the City's related plans? If yes, schedule amendments or addendums as necessary.
 - If not, then include the countermeasure or improvement for consideration during a future update.



- Can ongoing maintenance of the proposed countermeasures or improvement be identified as sustainable in the City's budget? If yes, show the anticipated maintenance schedule and estimate of ongoing maintenance, and if known, the anticipated year or eventual replacement consideration.
 - o If not, has the public shown positive support of a user's fee to satisfy ongoing maintenance? If yes, show the supportive action.
 - If not, the countermeasure or improvement can be shown as an unfunded, planned project, without a year of anticipated construction or purchase.

TABLE 3 FATALITY CRASHES

Project ID	Location	Crash Type	Contributing Factors
16.F.1	SR 970 Off-Ramp	Pedestrian was outside of his vehicle when he was struck by a vehicle and killed.	Nighttime, narrow shoulders, no lighting. The accident occurred on a section of the exit that is a two-lane undivided principle arterial with narrow shoulders and complicated geometry. Eight non-serious injury accidents in the past 10 years.



TABLE 4 CRASH TYPES AND LOCATIONS

Project ID	Location	Crash Type	Contributing Factors
23.SI.1	South Cle Elum Way – Railroad Street to Reed Street	Single vehicle departed the roadway and struck a tree or stump.	Two-lane, undivided major collector with limited shoulders. No delineation between roadway and shoulder. Three non-serious injury accidents in the past 10 years.
22.SI.1	Exit 85 to SR 903	Single vehicle left his lane and struck the guardrail and signage behind the guardrail.	Early morning while still dark. Drug impaired driver. Two-lane, undivided major collector. Three non-serious injury accidents in the past 10 years.
19.SI.1	SR 903 – Ranger Station Road to City Limits	Vehicle spun-out and struck a second vehicle.	Nighttime in Winter. Speed was a factor. Two-lane undivided major collector with an annual average daily traffic volume of 6,000 vehicles. Near a school zone. Ten non-serious injury accidents in the past 10 years.
19.SI.2	W First Street and Stafford Street Intersection	Two-vehicle collision in the intersection.	Morning collision. Alcohol-related. Intersection of two major collector street with high traffic volumes. Thirteen non-serious injury accidents in the past 10 years.
17.SI.1	Bullfrog Road (near parcel 18707)	Heavy truck and motor vehicle collision.	Two-lane undivided major collector with an annual average daily traffic volume of 5,500 vehicles. Afternoon collision where one of the vehicles crossed the centerline and struck the other vehicle. One non-serious injury accident in the past 10 years.
17.SI.2	Exit 85 off ramp	Single motorcycle left the roadway and struck the guardrail.	One-lane offramp that connects an interstate with a principal arterial. Tight curves can be difficult to navigate. Speed was a factor. Eight other non-serious injury accidents in the past 10 years.
15.SI.0	SR 970 off ramp	Heavy truck rear-ended a pickup and the heavy truck overturned.	Distracted driver, morning, eastbound section of the exit that is a one-lane principal arterial section of SR 970. Two non-serious injury accidents in the past 10 years.



In order to rank project countermeasures based on the above identified crashes, the following point schedule will be used.

TABLE 5 PROJECT SCORING CRITERIA	
Points	Severity
50	Fatal
30	Serious Injury
Points	Intersection or Roadway Relation
30	At Intersection and Intersection-Related
20	Not at Intersection, but Intersection-Related
15	At Intersection, but Not Intersection-Related
10	Along Roadway - Not at Intersection and Not Intersection-Related
Points	Existing Intersection/Roadway Control
20	Unimproved (no intersection signage or roadway controls)
10	Stop sign controlled (two-way)
5	All-way stop sign controlled
5	Improved intersection or roadway controls
5	Roundabout
Points	Type of Crash
35	Pedestrian or Bicycle
35	Collision – intersection
30	Collision – opposite direction
30	Vehicle exit the road
20	Collision – same direction
Points	Problematic Corridor
40	>6 crashes in 10 years
20	4-6 crashes in 10 years
10	<4 crashes in 10 years



TABLE 6 PROJECT SCORING BY YEAR

Project ID	Location	Severity	Intersection Related	Existing Intersection Control	Type of Crash	Problematic Corridor	Total Raw Score	Ranking
16.F.1	SR 970 Off-Ramp	50	10	20	35	40	155	1
23.SI.1	South Cle Elum Way – Railroad Street to Reed Street	30	10	20	30	10	100	5
22.SI.1	Exit 85 to SR 903	30	10	20	30	10	100	5
19.SI.1	SR 903 – Ranger Station Road to City Limits	30	10	20	20	40	120	3
19.SI.2	W First Street and Stafford Street Intersection	30	10	5	35	40	120	3
17.SI.1	Bullfrog Road (near parcel 18707)	30	10	20	30	10	100	5
17.SI.2	Exit 85 off ramp	30	10	20	30	40	130	2
15.SI.1	SR 970 off ramp	30	10	20	20	10	90	8



TABLE 7 CLE ELUM'S CITY ACTION PLAN RANKED PROJECTS

Priority	Project ID	Spot Location or Systemic Location	Description of Project or Countermeasures	Could be Implemented as an Element of Existing Planned Improvements?	Safe System Considerations	Low, Mid, or High Cost	Short, Mid, or Long Term
1	16.F.1	SR 970 Off-Ramp	Additional lighting and electrical, new "No Pedestrians" signage. This project is within WSDOT right-of-way.	This project would need to be coordinated and implemented by WSDOT	Safer Roads Safer Road Users	\$	Mid
2	17.SI.2	Exit 85 off ramp	New reduced speed limit and corner ahead signage.	This project would need to be coordinated and implemented by WSDOT	Safer Roads Safer Speeds	\$	Mid
3	19.SI.1	SR 903 – Ranger Station Road to City Limits	This project proposes multiple countermeasures: 1) Reduce speed limit from 45mph to 35mph; 2) New speed camera at Denny Ave; and 3) New guardrail from Ranger Station Road to City Limits.	The speed camera is funded in 2026 on the TIP. Additional project components would need to be added as a new project or as a supplement to an existing project	Safer Roads Safer Speeds	\$\$\$	Short to Mid
4	19.SI.2	W First Street and Stafford Street Intersection	New single-lane roundabout, three new street lights, storm drainage.	Would need to be included in the TIP	Safer Roads Safer Speeds Safer Road Users Safer Land Use	\$\$\$	Mid to Long
5	23.SI.1	South Cle Elum Way – Railroad Street to Reed Street	New rumble strips on each shoulder.	Could be amended into the 2026 CN TIP project.	Safer Roads Safer Land Use	\$	Short
6	22.SI.1	Exit 85 to SR 903	New rumble strips and fog-line painting.	This project would need to be coordinated and implemented by WSDOT	Safer Roads Safer Land Use	\$	Mid
7	17.SI.1	Bullfrog Road (near parcel 18707)	New double-yellow centerline from SR 903 to first bend in Bullfrog Road; New speed limit signage at Tumble Creek Drive and SR903.	Would need to be coordinated with Kittitas County	Safer Roads Safer Speeds Safer Land Use	\$	Mid
8	15.SI.1	SR 970 off ramp	Replace Yield sign with Stop sign.	This project would need to be coordinated and implemented by WSDOT	Safer Roads	\$	Mid



Progress and Transparency



SS4A Guidance

Method to measure progress over time after an Action Plan is developed or updated, including outcome data. A means to ensure ongoing transparency is established with residents and other relevant stakeholders. The approach must include, at a minimum, annual public and accessible reporting on progress toward reducing roadway fatalities and serious injuries and public posting the Action Plan online.

TABLE 8 PERFORMANCE TRACKING

Performance Measure	Tracking Frequency	Description
Number of Crashes	Annual	Number of all crashes by severity, travel mode, and road jurisdiction. This measure helps the city to better understand the effectiveness of safety countermeasures and where crashes are occurring.
Fatal and Serious Injury Crashes and Vehicle Miles Traveled	Annual	Number of fatal and serious injury crashes divided by the annual Vehicle Miles Traveled (VMT) for a rate of FSI crashes.
Top Contributing Factors in Fatal and Serious Injury Crashes	Annual	Track crash contributing factors such as speeding, impaired driving, or distracted driving to inform project priorities, investments, and program development.
Speed Data	Project Dependent	Conduct speed studies before and after implementing traffic calming measures and safety focused projects to determine the effectiveness of strategies.
Proven Safety Countermeasures	Annual	Track the number of Proven Safety Countermeasures implemented in different projects throughout the year.
Fatal and Serious Injury Crashes by Project	Project Dependent	Track crash records three years prior to a construction project and for three years after construction is completed to assess impacts on safety.
Bicycle/Pathway Network Mileage	Annual	Track the length of bicycle lanes and/or pathways that are added to the network and update the GIS database.
Sidewalk Network Mileage	Annual	Track the length of sidewalk network that is constructed or reconstructed and update the GIS database.

Evaluation

The Safety Action Plan progress reports are valuable resources for evaluating overall transportation safety goals in the City of Cle Elum. The data collection required for progress tracking will ensure that the City always has consistent and updated transportation-related data for future project prioritization, program development, and grant applications and can help expedite decision-making processes. The performance measures data recorded in the progress reports over time will also be resources for future Safety Action Plan updates.

SS4A Takeaways

Measures which calm traffic are beneficial to all road users with their potential to reduce the number of crashes and their severity. This is especially impactful for a population that relies on several modes of transportation outside of a vehicle, consistent with (WAC 365-196-430) to encourage multimodal functions in urban areas.





2026

APPENDIX



Appendix

- A. Survey Results***
- B. Public Open House Information***



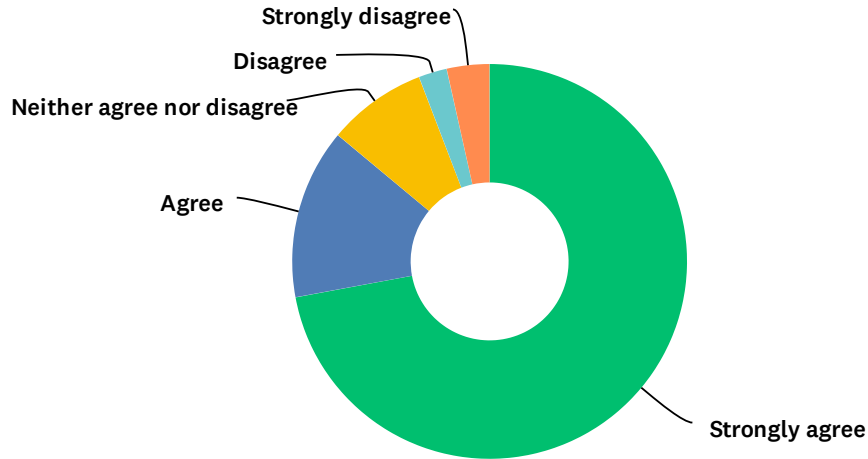


APPENDIX A

SURVEY RESULTS

Q1 I support the goal of eliminating traffic fatalities and serious injuries on roads and streets in Cle Elum

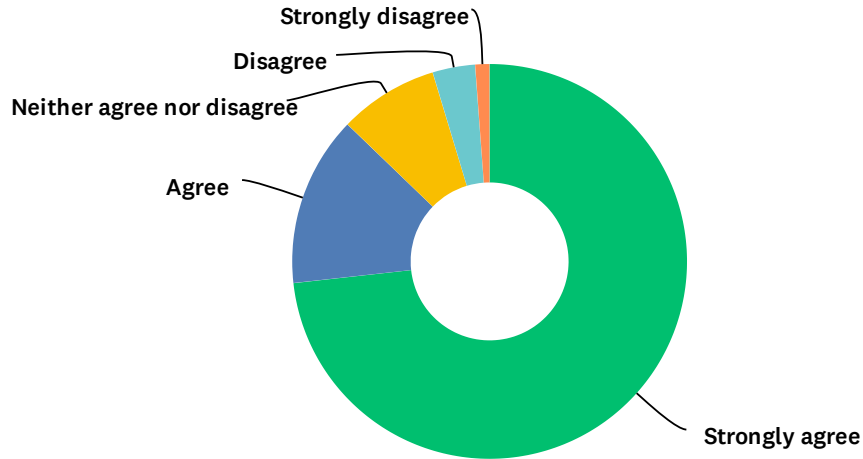
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ANSWER CHOICES	RESPONSES	
Strongly agree	72.09%	62
Agree	13.95%	12
Neither agree nor disagree	8.14%	7
Disagree	2.33%	2
Strongly disagree	3.49%	3
TOTAL		86

Q2 When making decisions about road or street design, safety should be a top priority

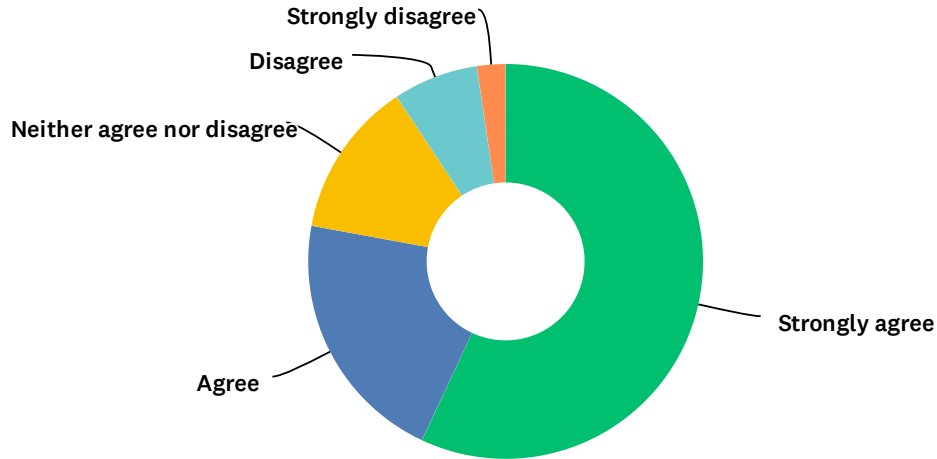
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ANSWER CHOICES	RESPONSES	
Strongly agree	73.26%	63
Agree	13.95%	12
Neither agree nor disagree	8.14%	7
Disagree	3.49%	3
Strongly disagree	1.16%	1
TOTAL		86

Q3 Intersection changes reducing the possibility of crashes should be prioritized over those reducing delay

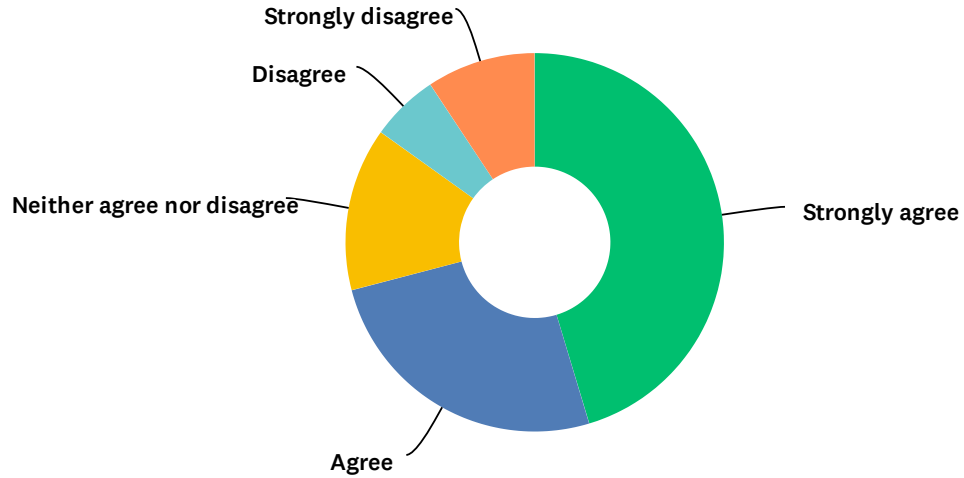
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ANSWER CHOICES	RESPONSES	
Strongly agree	56.98%	49
Agree	20.93%	18
Neither agree nor disagree	12.79%	11
Disagree	6.98%	6
Strongly disagree	2.33%	2
TOTAL		86

Q4 In the downtown, space to walk, bike and cross the street safely should be further prioritized

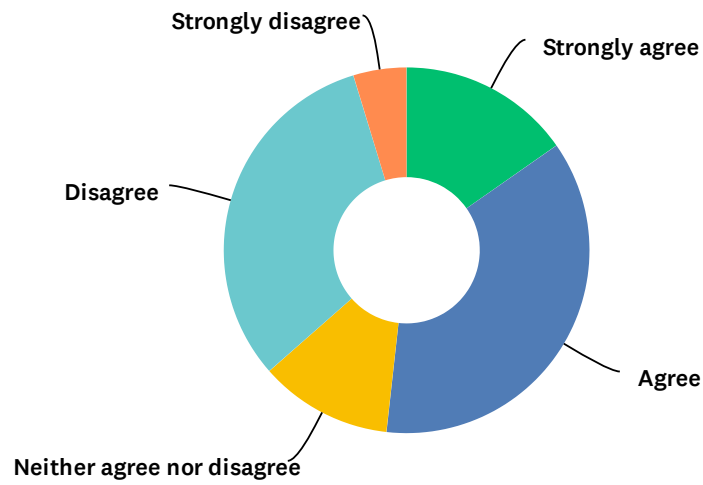
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ANSWER CHOICES	RESPONSES	
Strongly agree	45.35%	39
Agree	25.58%	22
Neither agree nor disagree	13.95%	12
Disagree	5.81%	5
Strongly disagree	9.30%	8
TOTAL		86

Q5 I feel safe walking along or crossing roadways in the downtown

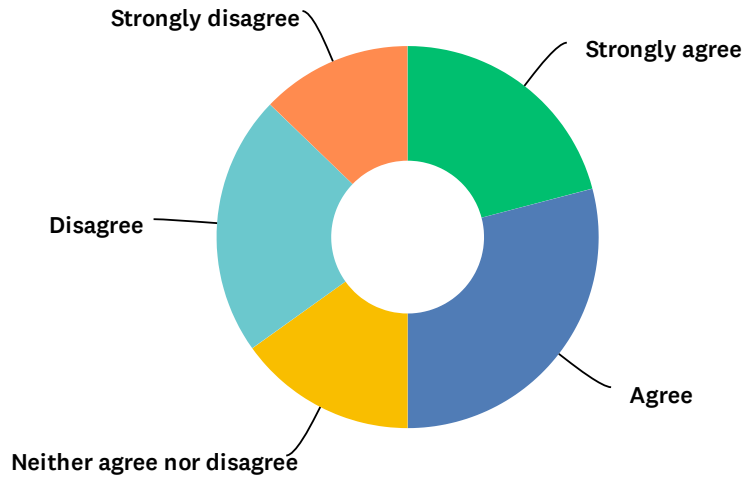
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ANSWER CHOICES	RESPONSES	
Strongly agree	15.29%	13
Agree	36.47%	31
Neither agree nor disagree	11.76%	10
Disagree	31.76%	27
Strongly disagree	4.71%	4
TOTAL		85

Q6 I feel safe walking along or crossing neighborhood streets

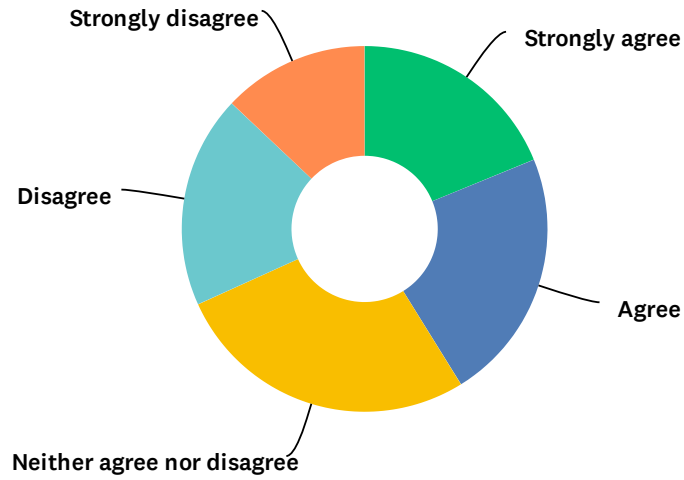
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ANSWER CHOICES	RESPONSES	
Strongly agree	20.93%	18
Agree	29.07%	25
Neither agree nor disagree	15.12%	13
Disagree	22.09%	19
Strongly disagree	12.79%	11
TOTAL		86

Q7 I feel safe walking along or crossing rural roadways

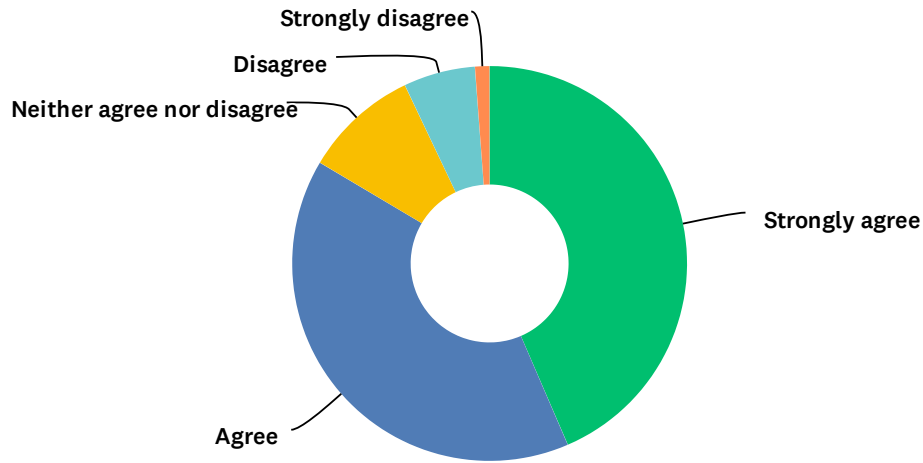
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ANSWER CHOICES	RESPONSES	
Strongly agree	18.82%	16
Agree	22.35%	19
Neither agree nor disagree	27.06%	23
Disagree	18.82%	16
Strongly disagree	12.94%	11
TOTAL		85

Q8 When I drive, I travel at or below the speed limit

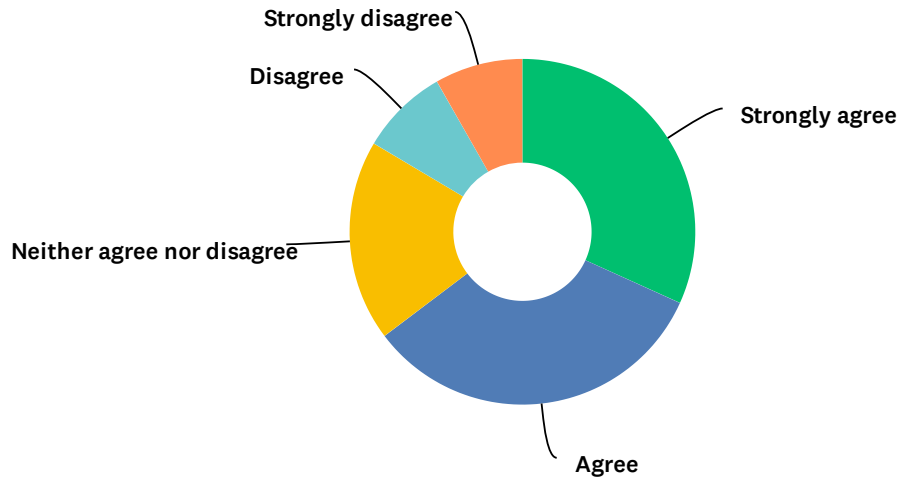
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ANSWER CHOICES	RESPONSES	
Strongly agree	43.53%	37
Agree	40.00%	34
Neither agree nor disagree	9.41%	8
Disagree	5.88%	5
Strongly disagree	1.18%	1
TOTAL		85

Q9 In areas where children or the elderly may be present, the roadway should be designed for cars to drive 20 MPH or slower

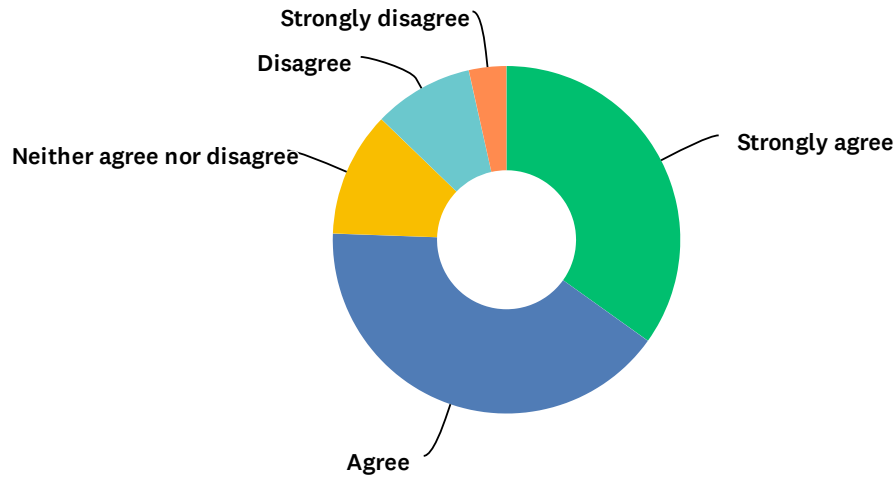
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ANSWER CHOICES	RESPONSES	
Strongly agree	31.76%	27
Agree	32.94%	28
Neither agree nor disagree	18.82%	16
Disagree	8.24%	7
Strongly disagree	8.24%	7
TOTAL		85

Q10 I believe it is possible to eliminate traffic fatalities and serious injuries on roads and streets in Cle Elum

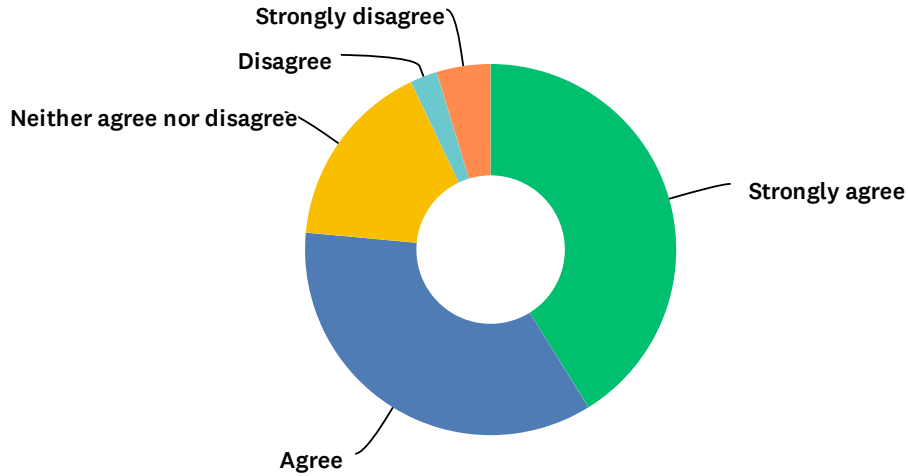
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ANSWER CHOICES	RESPONSES	
Strongly agree	34.88%	30
Agree	40.70%	35
Neither agree nor disagree	11.63%	10
Disagree	9.30%	8
Strongly disagree	3.49%	3
TOTAL		86

Q11 I am willing to change my behavior when driving to help reduce the risk of fatality or serious injuries on roads and streets in Cle Elum

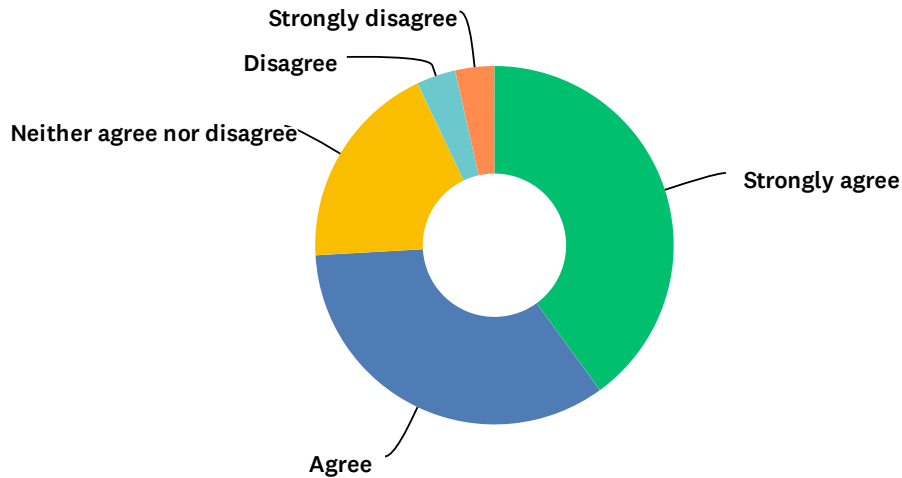
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ANSWER CHOICES	RESPONSES	
Strongly agree	41.18%	35
Agree	35.29%	30
Neither agree nor disagree	16.47%	14
Disagree	2.35%	2
Strongly disagree	4.71%	4
TOTAL		85

Q12 I am willing to change my behavior when walking/bicycling to help reduce the risk of fatality or seriously injuring myself or another person

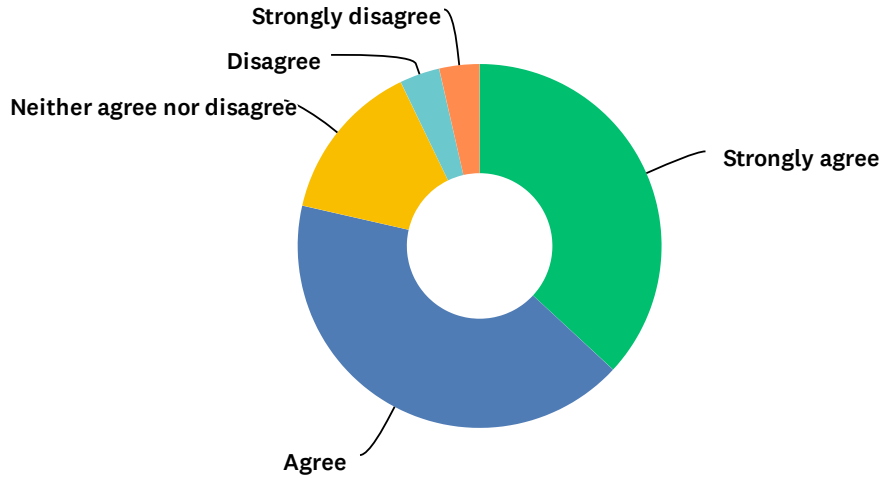
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ANSWER CHOICES	RESPONSES	
Strongly agree	40.00%	34
Agree	34.12%	29
Neither agree nor disagree	18.82%	16
Disagree	3.53%	3
Strongly disagree	3.53%	3
TOTAL		85

Q13 Roadway or street lighting should be used to improve nighttime visibility in commercial areas

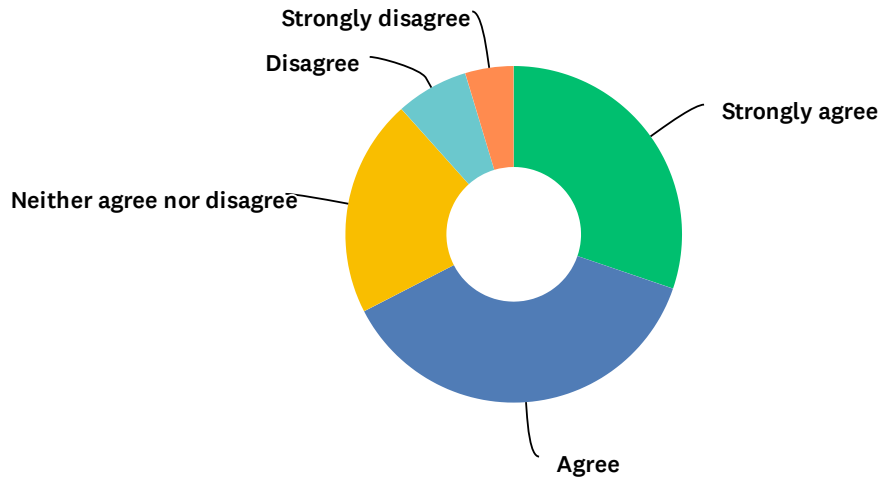
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ANSWER CHOICES	RESPONSES	
Strongly agree	36.90%	31
Agree	41.67%	35
Neither agree nor disagree	14.29%	12
Disagree	3.57%	3
Strongly disagree	3.57%	3
TOTAL		84

Q14 Roadway or street lighting should be used to improve nighttime visibility in residential areas

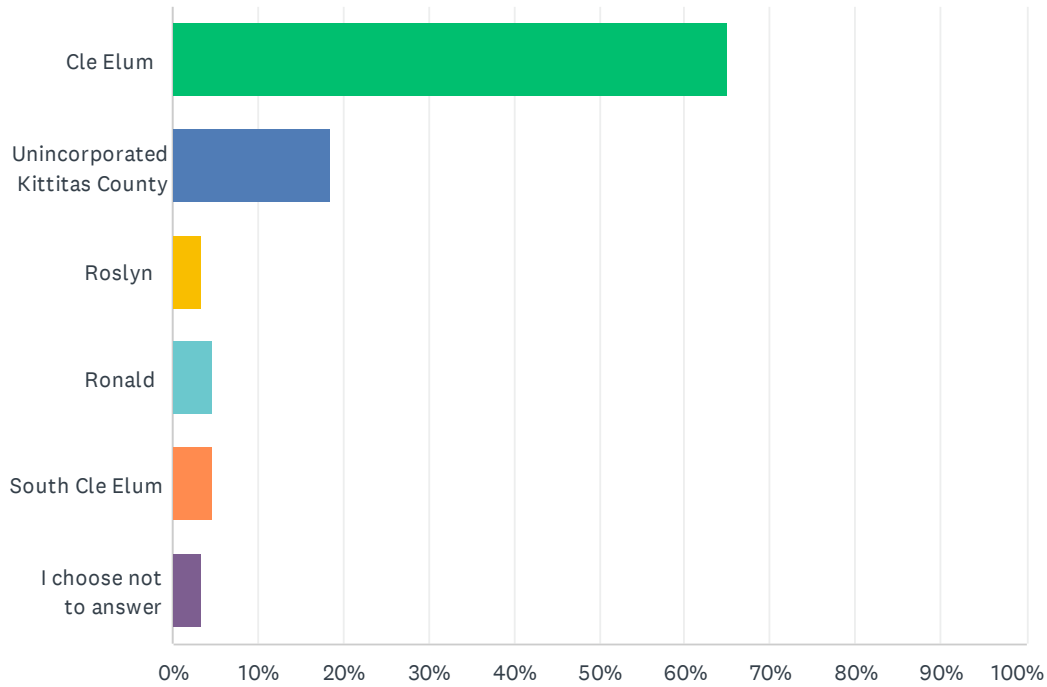
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ANSWER CHOICES	RESPONSES	
Strongly agree	30.23%	26
Agree	37.21%	32
Neither agree nor disagree	20.93%	18
Disagree	6.98%	6
Strongly disagree	4.65%	4
TOTAL		86

Q15 Where do you live?

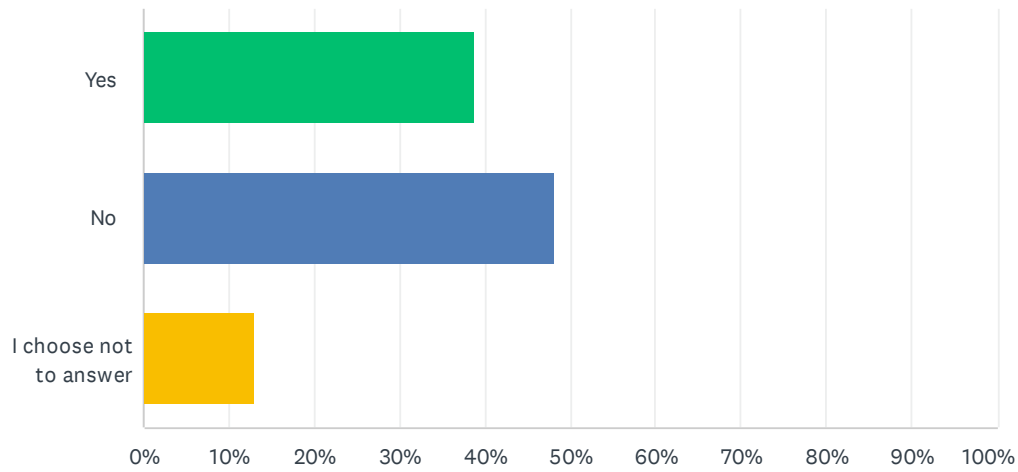
Answered: 86 Skipped: 0



ANSWER CHOICES	RESPONSES	
Cle Elum	65.12%	56
Unincorporated Kittitas County	18.60%	16
Roslyn	3.49%	3
Ronald	4.65%	4
South Cle Elum	4.65%	4
I choose not to answer	3.49%	3
TOTAL		86

Q16 Do you work in Cle Elum?

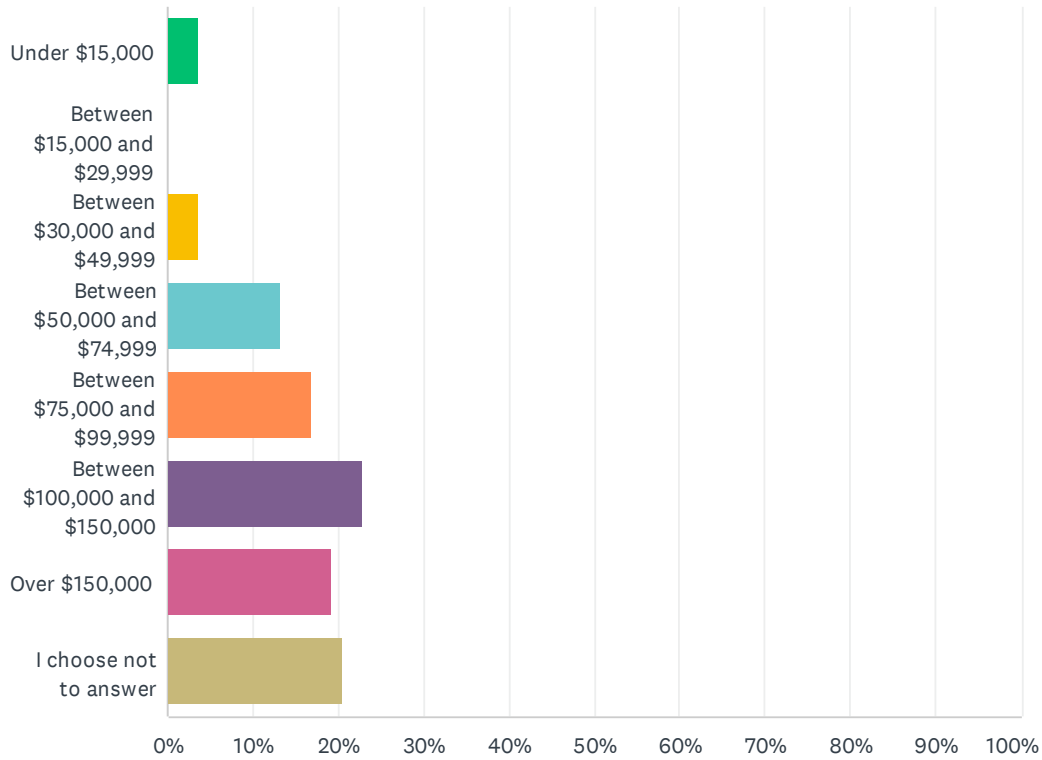
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ANSWER CHOICES	RESPONSES	
Yes	38.82%	33
No	48.24%	41
I choose not to answer	12.94%	11
TOTAL		85

Q17 What is your annual income level?

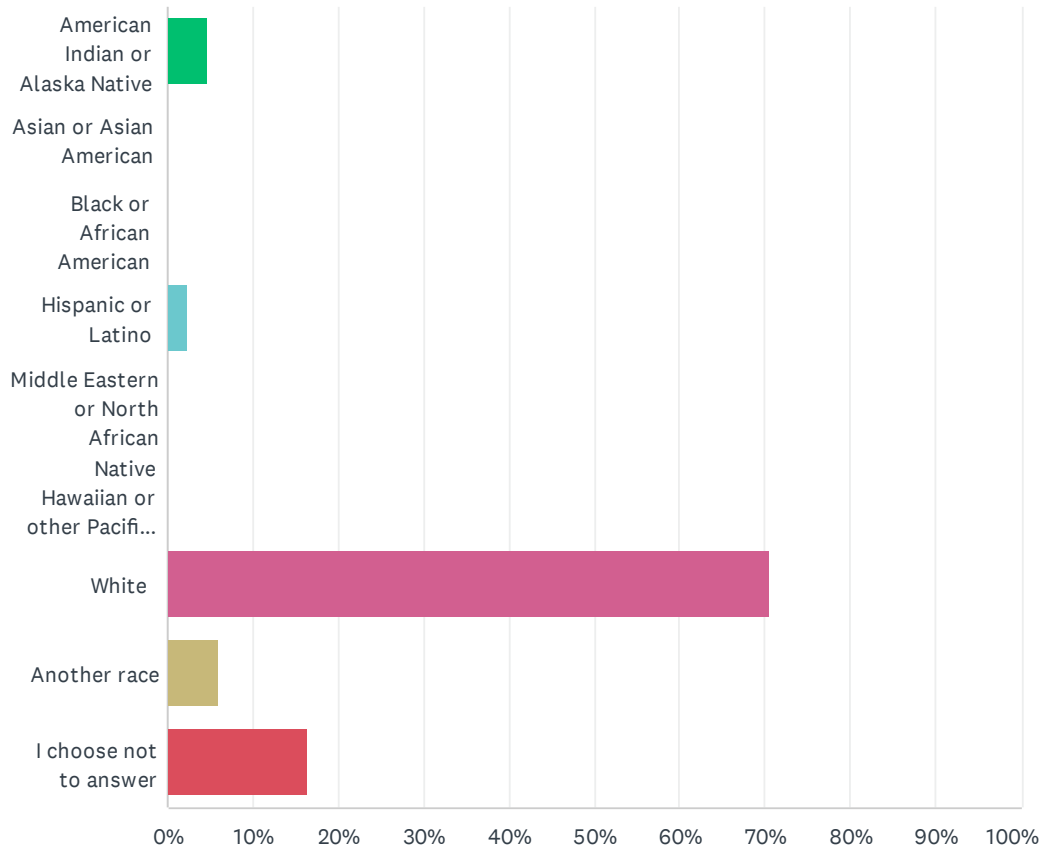
Answered: 83 Skipped: 3



ANSWER CHOICES	RESPONSES	
Under \$15,000	3.61%	3
Between \$15,000 and \$29,999	0.00%	0
Between \$30,000 and \$49,999	3.61%	3
Between \$50,000 and \$74,999	13.25%	11
Between \$75,000 and \$99,999	16.87%	14
Between \$100,000 and \$150,000	22.89%	19
Over \$150,000	19.28%	16
I choose not to answer	20.48%	17
TOTAL		83

Q18 What is your race/ethnicity?

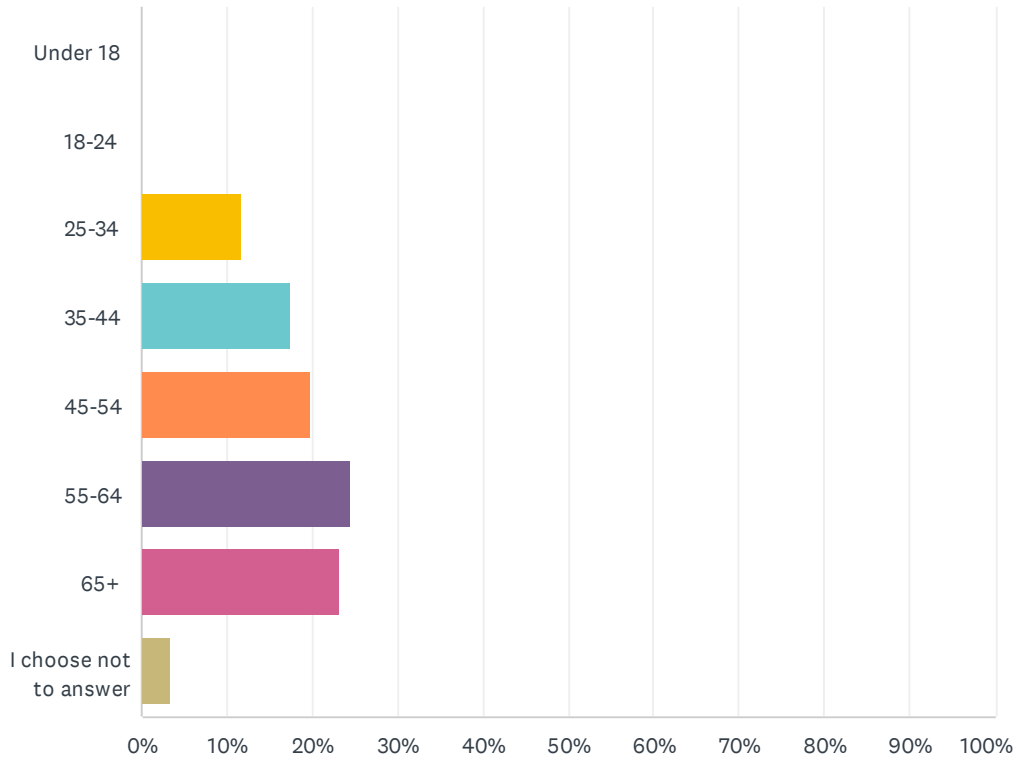
Answered: 85 Skipped: 1



ANSWER CHOICES	RESPONSES	
American Indian or Alaska Native	4.71%	4
Asian or Asian American	0.00%	0
Black or African American	0.00%	0
Hispanic or Latino	2.35%	2
Middle Eastern or North African	0.00%	0
Native Hawaiian or other Pacific Islander	0.00%	0
White	70.59%	60
Another race	5.88%	5
I choose not to answer	16.47%	14
TOTAL		85

Q19 What is your age?

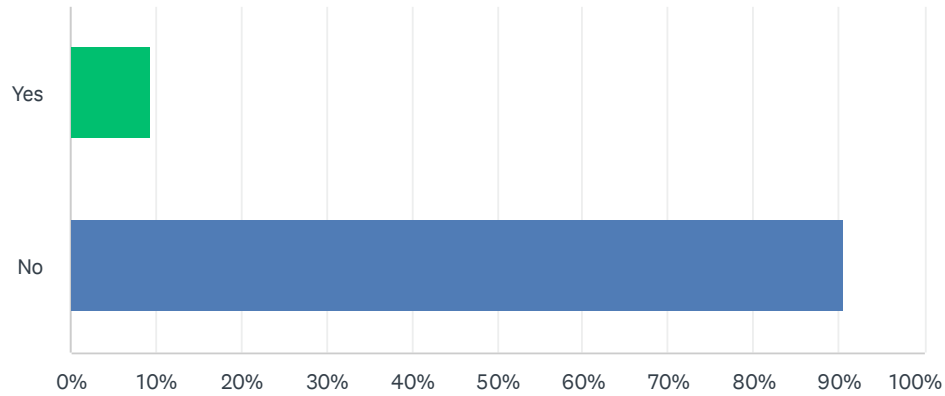
Answered: 86 Skipped: 0



ANSWER CHOICES	RESPONSES	
Under 18	0.00%	0
18-24	0.00%	0
25-34	11.63%	10
35-44	17.44%	15
45-54	19.77%	17
55-64	24.42%	21
65+	23.26%	20
I choose not to answer	3.49%	3
TOTAL		86

Q20 Do you speak a language in your home other than English?

Answered: 86 Skipped: 0

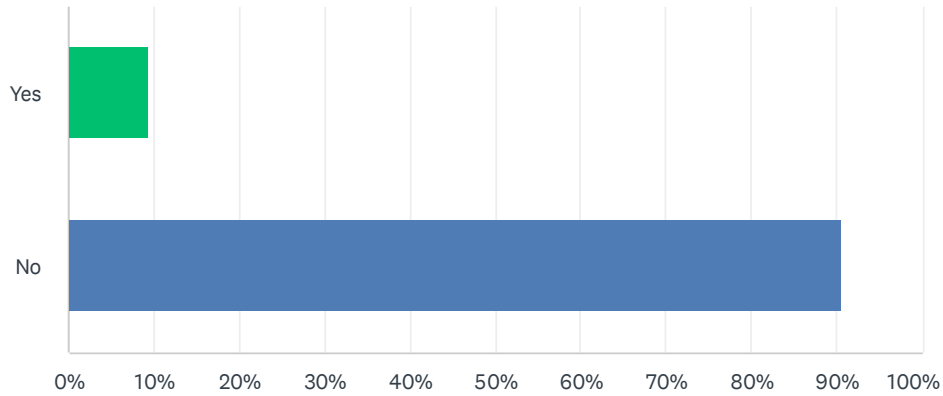


ANSWER CHOICES		RESPONSES	
Yes		9.30%	8
No		90.70%	78
TOTAL			86

#	IF YES, WHAT LANGUAGE?	DATE
1	ASL, Spanish, French, Scots Gaelic	3/6/2025 12:07 AM
2	Italian	3/5/2025 7:54 PM
3	English	3/5/2025 2:36 PM
4	Spanish	3/5/2025 8:18 AM
5	We speak two other languages but English is primary	3/4/2025 7:48 PM
6	Spanish	3/4/2025 1:48 PM
7	Spanish	3/4/2025 12:07 PM

Q21 Would you like to participate in this project by becoming a member of the advisory committee?

Answered: 85 Skipped: 1



ANSWER CHOICES	RESPONSES
Yes	9.41% 8
No	90.59% 77
TOTAL	85

#	IF YES, PLEASE PROVIDE YOUR CONTACT INFORMATION	DATE
1	REDACTED	3/11/2025 12:37 PM
2	REDACTED	3/9/2025 7:23 PM
3	REDACTED	3/5/2025 7:54 PM
4	REDACTED	3/5/2025 1:20 PM
5	REDACTED	3/5/2025 8:18 AM
6	REDACTED	3/4/2025 9:20 PM
7	REDACTED	3/4/2025 7:46 PM
8	REDACTED	3/4/2025 3:45 PM
9	REDACTED	3/4/2025 2:28 PM

Q22 Do you have any additional traffic safety comments or concerns?

Answered: 44 Skipped: 42

#	RESPONSES	DATE
1	The area of 5th and Billings is a hazard. A traffic circle should be installed so as to reduce the danger.	4/5/2025 5:58 PM
2	The Angle Parking Downtown Is As Dangerous As I Have Ever Seen, Zero Visibility While Trying To Back Out, To Many Close Calls.	3/20/2025 1:18 PM
3	Something needs to happen on Main Street. The new parking is such a hazard. It is unsafe to park on the street now and back into traffic.	3/15/2025 8:54 PM
4	I understand that presently it is the homeowner's responsibility to maintain sidewalks in front of their properties, including clearing snow, ice, and debris, however many residents/owners do not perform this maintenance, which forces pedestrians to walk in the road which is less safe than on the sidewalks. Fortunately our downtown neighborhood roads typically see low volumes of traffic, and drivers usually slow down when passing by pedestrians on the road. Additionally, drivers entering downtown on 1st St from the intersection of 1st and Douglas Munro Blvd are often speeding in the 25mph zone, and are heedless of the 'Your speed' sign near the Kingdom Hall of Jehovah's Witnesses. Drivers are also often speeding on the Oakes/Billings Ave hill towards 3rd St, which is dangerous to the pedestrians, children, and bicyclists that use the road. There are no sidewalks on this stretch of road either. The construction of hundreds of additional homes off Summit View Rd will increase traffic, furthering the risk of accidents and fatalities. The speeding drivers and increased traffic flow creates an unsafe environment for other drivers and pedestrians. Further enforcement of speed limits, especially in these sections of road, should be implemented.	3/11/2025 2:06 PM
5	As a local who walks and bikes in town every day, I routinely witness reckless driving and total disregard for the speed limits — it is alarming. I am pleased to see this survey, and I hope it can lead to some progress.	3/9/2025 7:23 PM
6	East second Street near Dru brew and North Short Avenue has turned into a raceway for speeders. Drivers speed 35mh at the least and most do not stop at the stop sign at 2nd St. and North Short Avenue. The noise levels of the vehicles speeding is ridiculous. Very unsafe for the women that push their children in strollers and the people waking their dogs. I have seen people have to jump over the guard rails to avoid a speeding vehicle. I have had rocks from the road hit my vehicle and crack the windshield due to excessive speed from drivers. I and neighbors have called the police department for several years only to be told they do not have the resources to take care of the problem.	3/9/2025 5:11 AM
7	More roundabouts and traffic circles. Designated cycle lanes. Clearly defined, accessible sidewalks that are in good repair (see corner of 3rd/Montgomery; wheelchair users cannot use this atrocity). Also, commercial venues that block clear access to sidewalks should be fined (see Mike's Tavern, where a fully sighted, able-bodied person can barely pass; how will a wheelchair user or visually impaired individual meant to safely use this corner?).	3/6/2025 12:07 AM
8	Yeah, we need to fire every one of these people on the committee except Steve if you have not lived in this town or committee over 20 years, you should not be on the board. They should ask questions about certain buildings businesses that have been around for a very long time and they don't know they don't need to be there. I am seriously looking at moving out of this area. I used to love it and now I'm done this changes bankruptcy lawsuit. It's totally. Stupid unbelievable and disgusting. I don't even want to tell people where I live because everybody knows our committee is so stupid and got a fucking asses sued cool	3/5/2025 9:30 PM
9	Bike lanes or bike paths.	3/5/2025 5:56 PM
10	No	3/5/2025 2:36 PM
11	Honestly when was the last time Cle Elum had a fatality accident??? I would think CE would have priorities other than this garbage! Quit messing with things that are not broken!!! Why not continue to tax us tf out of here??!!	3/5/2025 10:30 AM

City of Cle Elum - SS4A Survey

12	Pulling out of parking spaces downtown is dangerous. Drivers pulling out cannot see oncoming traffic—bad design.	3/5/2025 8:20 AM
13	Bike lanes	3/5/2025 8:18 AM
14	Repave streets or fill potholes Keep crosswalk lines painted & all lines.	3/5/2025 7:34 AM
15	Police do not enforce the speed limit	3/5/2025 6:53 AM
16	Traffic on 903 doesn't slow down for the flashing 25mph sign or for the crossings. Someone is going to get hit trying to cross at one of the three crossings.	3/5/2025 6:51 AM
17	The condition of the streets is not conducive to traffic safety. The poor condition of sidewalks, except in the downtown corridor, is deplorable	3/5/2025 6:39 AM
18	You should have looked more at safety before designing downtown. I have been avoiding using downtown shops so I don't have to blindly back into Main St traffic.	3/5/2025 6:37 AM
19	The most unsafe roads in town for pedestrians are Oakes and Stafford leading up to 5th street. Especially when there is increased traffic of construction vehicles due to the development of city heights	3/5/2025 6:11 AM
20	Roundabouts. Proven worldwide. Safe, efficient, inexpensive.	3/5/2025 5:08 AM
21	The street parking is extremely dangerous and is going to cause a serious accident and/or fatality. When parked in a car next to a big truck or can, it is impossible to see traffic when backing out of the parking space. I have had a car ran into the side of my car while backing up. Now I have to go inside a business and ask someone to stand in the road and block traffic so I can safely back out. This is extremely dangerous on the weekend, when people from out of town speed through the town, trying to avoid freeway traffic. I can't park on a side street and walk due to hip and knee problems. Please put in parallel parking! Also we desperately need ADA compliant parking places so it's convenient for seniors!	3/4/2025 11:34 PM
22	I recently retired as a global director for Microsoft in environmental health and safety focusing mainly on data centers and construction projects around the world as a global auditor. I would be interested to have access to the numbers of traffic injuries and fatalities that were determined to be default of drivers or the fault of bicyclists and pedestrians and see some data compared to the cost of proposed improvements, viewed through the eyes of a professional safety and compliance auditor. Is this information available somewhere?	3/4/2025 9:20 PM
23	Police department needs to enforce speed limit on Second and Third Street. Many drivers gliding thru stop signs.	3/4/2025 8:58 PM
24	You will not eliminate accidents but you can reduce them. There must be common sense how much is spent to net a meaningful return in safety.	3/4/2025 7:48 PM
25	The biggest concern and problem I have is the revision that was already done on 1st street, hwy 903. The angled parking is an incredible hazard. I cannot see around the vehicle beside me when backing out and nobody slows down or stops! Incredibly reckless to put that type of parking on a state highway. I don't know who approves these things! If you'd learn from history, you'd know that years ago they installed angled parking and then changed because of numerous accidents!	3/4/2025 4:49 PM
26	Just fix the potholes	3/4/2025 4:49 PM
27	I don't know that there are fatalities and serious injuries in Cle Elum, nor the need to improve safety. Convenience of filling potholes, lighting streets, mark and sign every street at every intersection is far more pressing than safety changes.	3/4/2025 4:28 PM
28	Pedestrian safety in walkable spaces should receive high priority and consideration. My spouse was struck by a moving vehicle while legally using a crosswalk. He was seriously injured. While I don't live in Cle Elum this topic and matter is of importance to me and if my time allows, I'd like to be involved.	3/4/2025 3:45 PM
29	Keep dark sky's at night	3/4/2025 3:35 PM
30	Use and stop at ALL stop signs people's not .	3/4/2025 3:34 PM
31	I walk from Columbia to Stafford and back a lot pushing a stroller. A HUGE problem I see is illegal parking. Cars are constantly pulled up onto sidewalks on third and second street (third is	3/4/2025 3:28 PM

City of Cle Elum - SS4A Survey

the worse) making it impassable. So I end up pushing in the road for a bit until I have a clear sidewalk. The sidewalks are also in atrocious condition and I can't imagine anyone in a wheelchair is able to use them when I'm struggling pushing a stroller myself. I do believe I read sidewalks were part of the 6 year plan though at one point, but getting it done sooner would definitely help traffic safety.

32	Don't believe there was an issue with pedestrian and vehicle visibility until the new downtown street parking was created. Now you back out into traffic blindly and driving downtown you cannot see pedestrians waiting at crossings due to larger/tall vehicles parked at an angle creating poor visibility	3/4/2025 3:15 PM
33	Oakes and 2nd should be one of the first intersections to be evaluated. It is the state route, but very dangerous for traffic and pedestrians.	3/4/2025 2:44 PM
34	Just fix what we already have.	3/4/2025 2:17 PM
35	I strongly feel the angle parking is looking at future accidents and probable fatal incidents. To add to this handicap parking should be a consideration and a priority. Putting in age and what race someone is and their income is biased.	3/4/2025 2:07 PM
36	The idiot coastie not from here who decided to renovate the side walks with bulbs at intersection puts the pedestrian inches from moving traffic instead of safely 15' back. If you don't like cle elum go back where you came from	3/4/2025 2:02 PM
37	ADA compliance and safe sidewalks for families should be prioritized.	3/4/2025 1:52 PM
38	Appreciate the work you guys are doing trying to improve our city!	3/4/2025 1:50 PM
39	We are not a 15min City, and we never will be. You've already destroyed main street with the angle in-backing out onto a STATE HIGHWAY ridiculousness. Is that even legal? You've violated property owners by eliminating access to 1st St. Car traffic should be a priority, not walkers and bicycles. Nobody walks to Costco. We drive everywhere. Do better!!	3/4/2025 1:48 PM
40	more speed patrols by the skate park	3/4/2025 1:45 PM
41	What happened with getting semis off first street and down to the railroad road? Semis routinely travel at high (40mph+) rates of speed down first street. Sit at Miners and watch the traffic. It is quite alarming to see the high rates of speed.	3/4/2025 1:00 PM
42	Cle elum's pavement and striping are in serious disrepair. Additionally a lack of traffic law enforcement is a significant factor in the lack of safety	3/4/2025 12:49 PM
43	More lights and signs and I think part of the median should be a planting strip with trees	3/4/2025 12:47 PM
44	Roundabouts have been proven to reduce accidents yet improving flow of traffic. We should aim to reduce unnecessary lights interfering with migrating birds.	3/4/2025 12:07 PM



APPENDIX B

PUBLIC HOUSE INFORMATION



City of Cle Elum Safety Action Plan ADA Transition Plan

The City of Cle Elum is inviting public comment on its Draft Safety Action Plan and ADA Transition Plan.

What is a Safety Action Plan? The goal of a Safety Action Plan is to develop a holistic, well-defined strategy to eliminate roadway fatalities and serious injury. The ADA Self Evaluation and Program Access Plan will assess existing public infrastructure for compliance with ADA standards and identify future programs and projects necessary for ADA compliance.

What is an ADA Transition Plan? An Americans with Disabilities Act (ADA) Transition Plan identifies barriers to ADA compliance and provides actions that the city can take over the next several years to remove barriers within the public right-of-way and city-owned facilities.

Request for public comment – The draft plans are available now for public review and comment. Please visit <https://cleelum.gov/city-services/planning/safety-plan/> to review the plans and provide comment by February 27, 2026. Comments can be submitted to: mbailey@cleelum.gov or submitted in writing at City Hall (119 W 1st St).

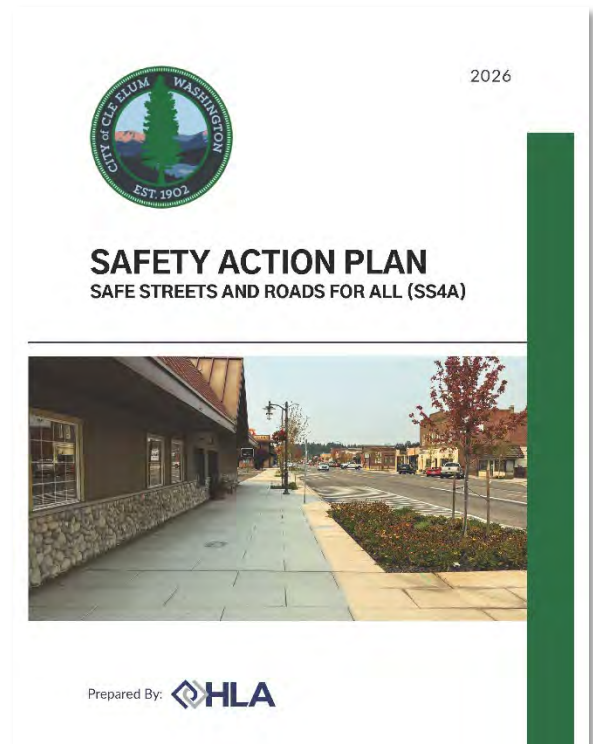
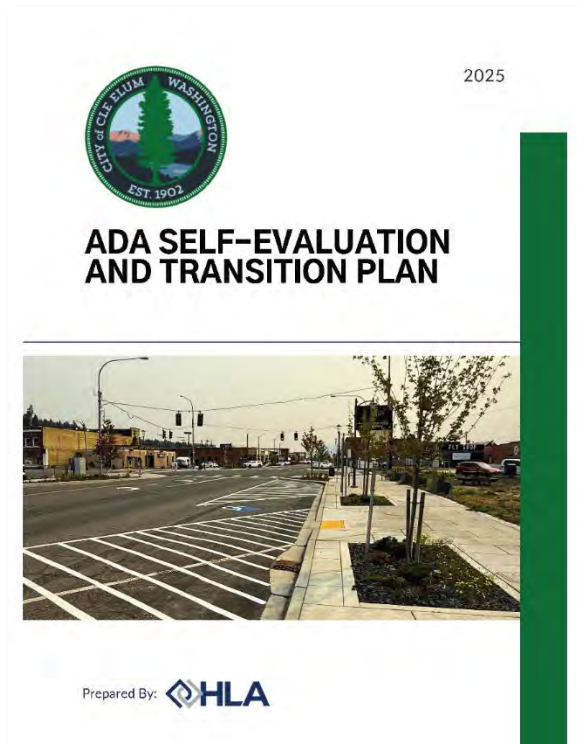
Open House – The City will also be holding an Open House on February 25, 2026, at the Upper Kittitas County Senior Center to review the draft plans, hear about the process, and receive feedback.

FEBRUARY 25, 2026

2:00PM – 3:00PM

**UPPER KITTITAS COUNTY
SENIOR CENTER**

719 E 3RD STREET





CLE ELUM SAFETY ACTION PLAN & ADA TRANSITION PLAN

February 25, 2026

AGENDA

Introductions

SS4A GRANT

SAFETY PLAN

ADA PLAN

COUNCIL ADOPTION

Q & A

INTRODUCTIONS



Project Team:

Cle Elum City Staff

Matthew Lundh – Mayor

Mathew Bailey – Public Works Director

HLA Engineering and Land Surveying

Joseph Calhoun – Planning Supervisor

Jamison Enos – Planner I

Mike Heit, PE – Principal Engineer

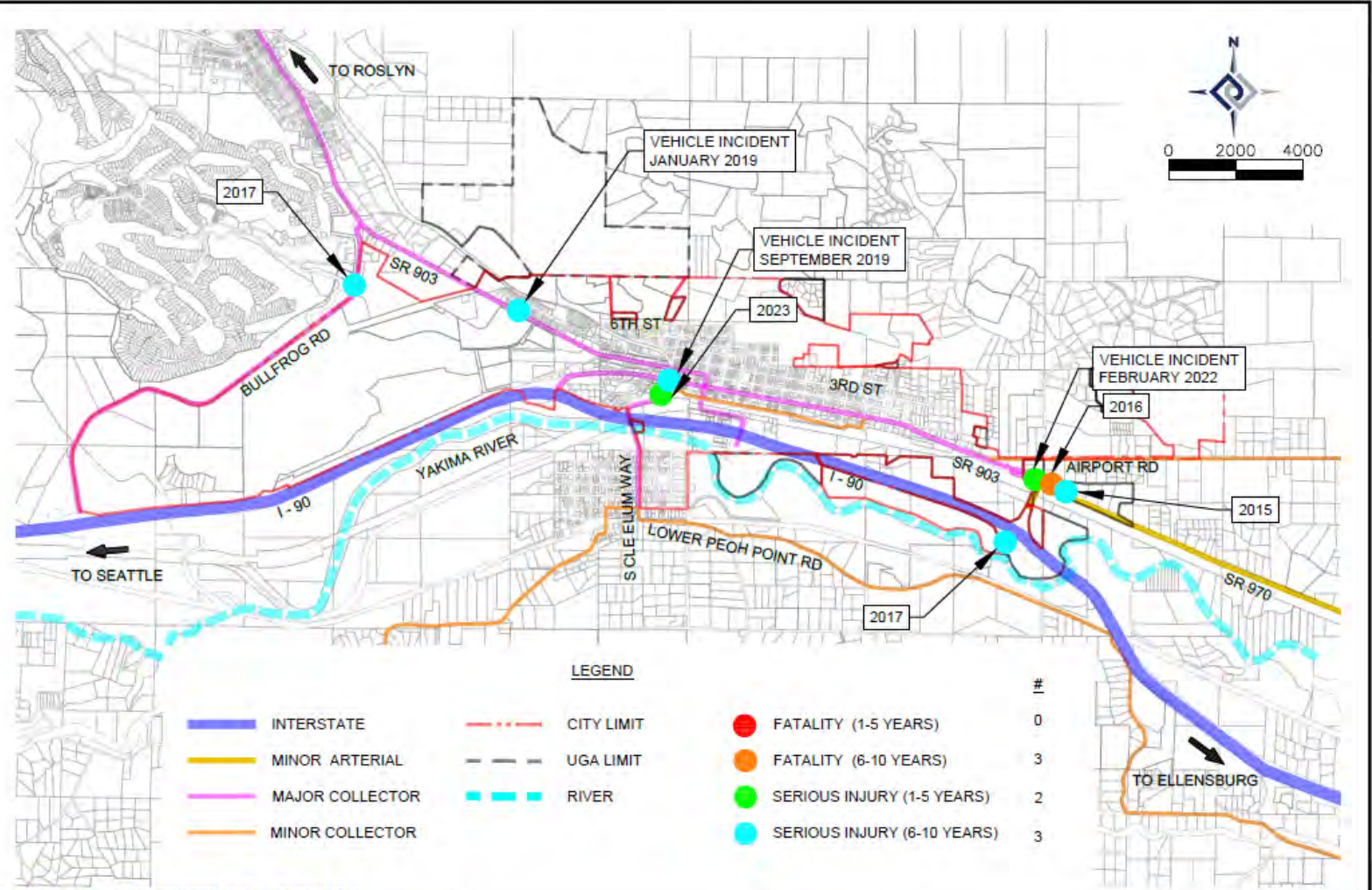


SS4A GRANT

Safe Streets and Roads For All

- FHWA grant program
- \$212k allocated to Cle Elum (20% Match) in 2023
- Development of a Safety Action Plan and an ADA Transition Plan

SAFETY ACTION PLAN



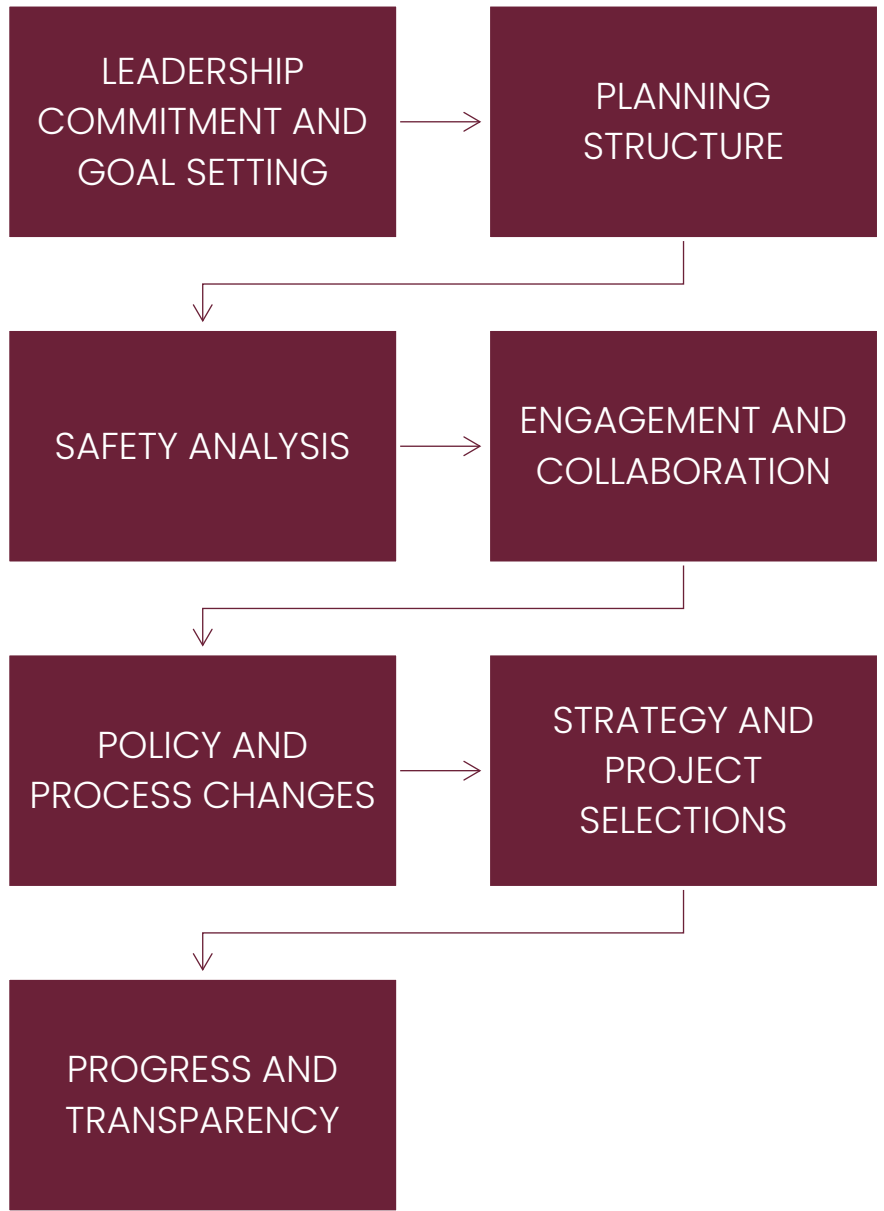
P:\PROJECTS\2024\24051\VICINITY MAP - CLEELUM.DWG



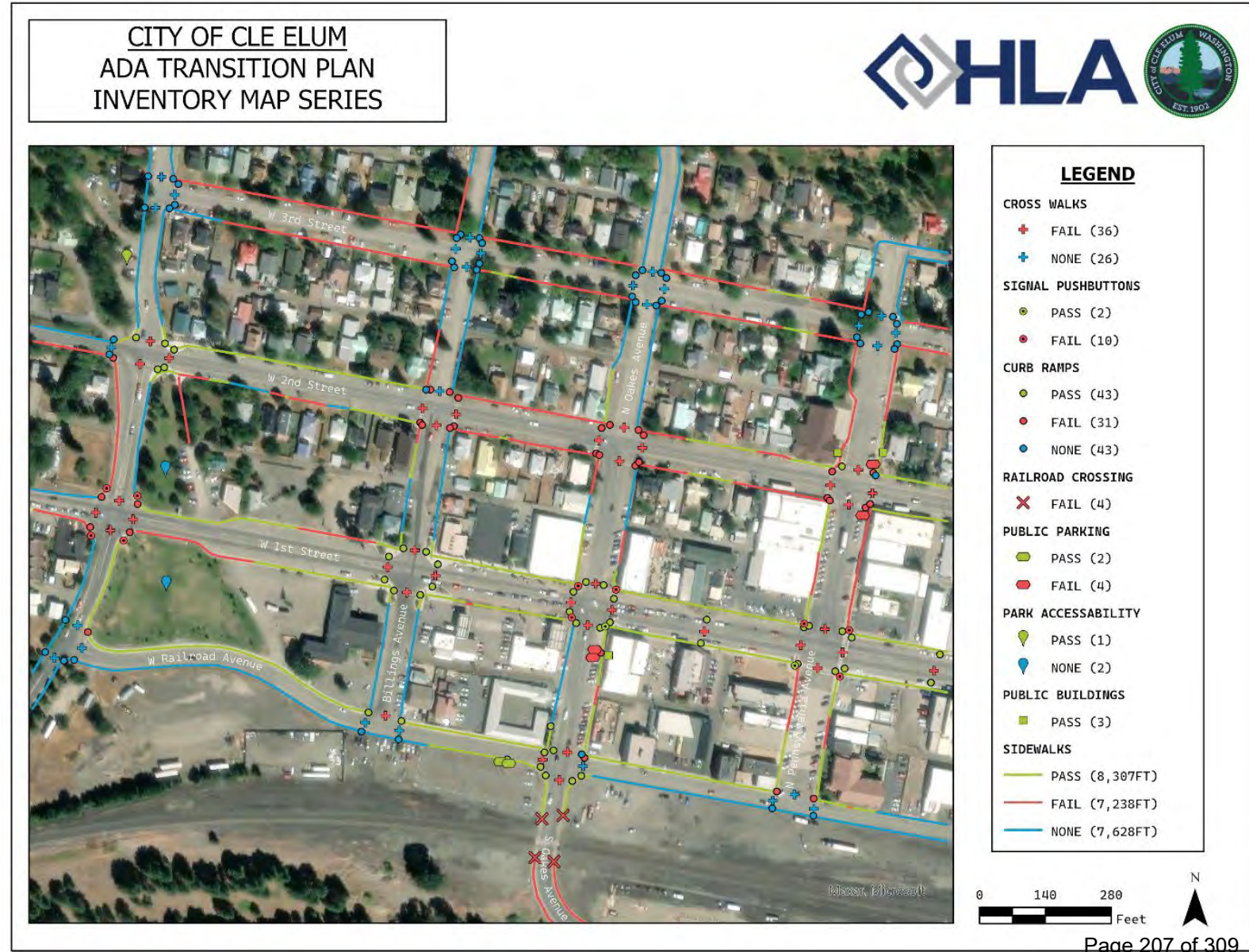
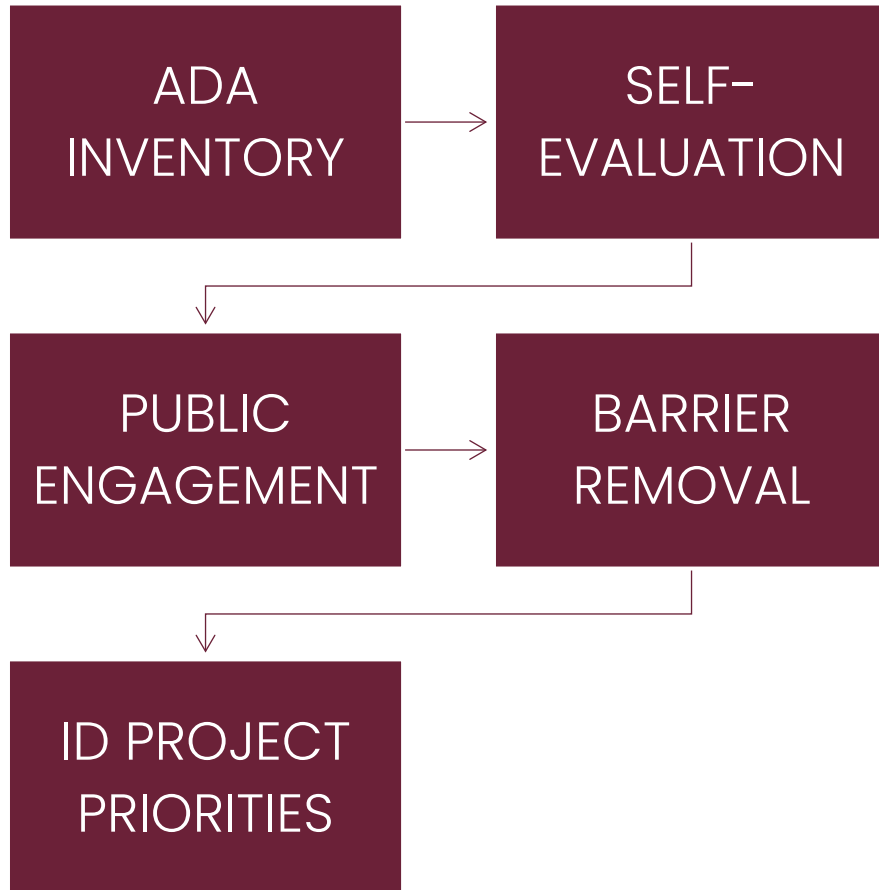
2803 River Road
Yakima, WA 98902
(509) 966-7000
www.hlacivil.com



CITY OF CLE ELUM
SERIOUS & FATAL ACCIDENT EXHIBIT
SAFETY ACTION PLAN



ADA TRANSITION PLAN



COUNCIL ADOPTION

- Comments added to draft plans
- Council adoption by April 2026
- Adopted plan will allow for the submittal of future implementation grants



2025

ADA SELF-EVALUATION AND TRANSITION PLAN



Prepared By:  HLA



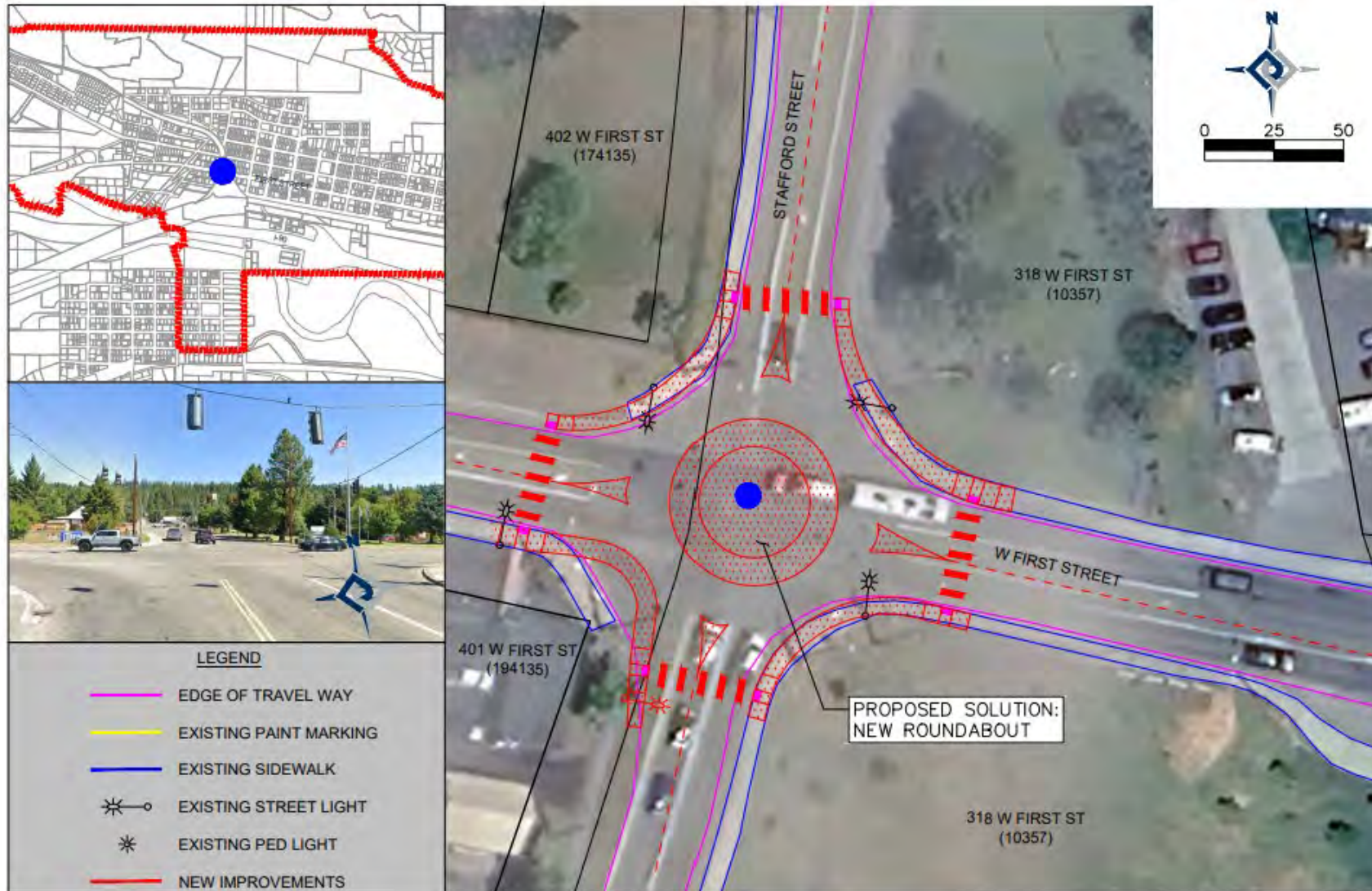
2026

SAFETY ACTION PLAN

SAFE STREETS AND ROADS FOR ALL (SS4A)



Prepared By:  HLA



2803 River Road
Yakima, WA 98902
(509) 966-7000
www.hlacivil.com

● SERIOUS INJURY 2019



CITY OF CLE ELUM

TRAFFIC SAFETY MITIGATION MEASURE
SAFETY ACTION PLAN



119 West First Street
Cle Elum, WA 98922

PROJECT: CITY SAFETY ACTION PLAN AND ADA TRANSITION PLAN
EVENT: OPEN HOUSE @ UKC SENIOR CENTER
DATE: FEBRUARY 25, 2026

PAGE 1 OF 2

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CONTINUED

Cle Elum presents two plans for improving street safety

BRIAN KELLY staff writer
Feb 25, 2026

The city of Cle Elum will host an open house this week to talk about new plans to keep city streets safe.

Drafts of the city's Safety Action Plan and ADA Transition Plan are currently available for public review and comment.

The ADA Transition Plan, prepared by the city's consultant HLA Engineering and Land Surveying, identifies barriers to access in public areas and city-owned facilities. The 71-page plan also outlines steps to remove barriers in the coming years that are not compliant with the ADA (Americans with Disabilities Act).

City officials noted the plan is part of Cle Elum's Safe Streets and Roads For All, which is funded by a 2023 federal grant.

An open house on the draft plans will be held from 2 to 3 p.m. Feb. 25 at the Upper Kittitas County Senior Center.

City representatives will talk about the plans and explain the process used to develop them, as well as receive public feedback.

The ADA Transition Plan sets out more than \$2 million in priority improvements in the vicinity of West Second Street, including curb ramps, a railroad crossing, crosswalks and more.

Another \$3 million in projects were identified in the area of Oakes Avenue, including new sidewalks and accessible pedestrian signals for street crossings.

The Bullitt Avenue area has approximately \$1.9 million in improvements set out in the plan, including ADA parking, accessible pedestrian signals and curb ramps.

Along South Cle Elum Way and nearby, the plan addresses \$1.9 million in projects, including sidewalks and railroad crossings.

According to the plan, the city's goal is to complete ADA improvements as part of planned and ongoing street projects, and make additional upgrades as new private projects are built that will require frontage improvements, and when additional funding opportunities are available.

Comments on the plans will be taken through Feb. 27.

Comments can be sent to mbailey@cleelum.gov or submitted in writing at Cle Elum City Hall, 119 W. First St.

Brian Kelly

CITY OF CLE ELUM
Staff Agenda Bill

AGENDA DATE: May 12, 2026

ITEM TITLE: Resolution ratifying purchases from Intermountain/Radio Shack and Timesaver PC

SUMMARY: Washington State law allows cities with a population of less than 5,000, like the City of Cle Elum, to conduct business with its municipal officers up to \$36,000 per year, so long as the municipal officer the city does business with does not authorize, approve, or ratify the purchases or services.

Since 2014, the City has made purchases from Intermountain/Radio Shack and Timesaver PC, which are owned by Councilmember Harper, who is a municipal officer of the City. Since joining the City Council, Councilmember Harper has been voting to approve the vouchers for those purchases as a Councilmember.

Attached as Exhibit A to this agenda bill is a resolution that ratifies all purchases the City has made from Intermountain/Radio Shack and Timesaver PC from January 1, 2014 to May 12, 2026. The City has no evidence or reason to believe it purchased goods or services from Intermountain/Radio Shack and Timesaver PC in excess of \$36,000 in a calendar year. I recommend the Council vote to pass the resolution, with Councilmember Harper recusing himself from the vote.

ACTION REQUESTED: Pass a resolution ratifying all City purchases the City made from Intermountain/Radio Shack and Timesaver PC from January 1, 2014 to May 12, 2026, with Councilmember Harper recusing himself from the vote.

CITY OF CLE ELUM

RESOLUTION NO. 2026-018

A RESOLUTION OF THE CITY OF CLE ELUM, WASHINGTON,
RATIFYING PURCHASES THE CITY MADE FROM
INTERMOUNTAIN/RADIO SHACK AND TIMESAVER PC FROM
JANUARY 1, 2014 TO MAY 12, 2026.

WHEREAS, Washington State law allows a city with a population of less than 5,000, like the City of Cle Elum (City), to conduct business with its municipal officers up to \$36,000 per calendar year, so long as the municipal officer the city does business with does not authorize, approve, or ratify the purchase of the goods or services; and

WHEREAS, Councilmember Steven Harper is a municipal officer of the City; and

WHEREAS, Councilmember Harper is the owner of Intermountain/Radio Shack and Timesaver PC; and

WHEREAS, since Councilmember Harper joined the City Council, the City has purchased goods and services from Intermountain/Radio Shack and Timesaver PC; and

WHEREAS, since Councilmember Harper joined the City Council, Councilmember Harper has been voting to approve the vouchers for goods and services the City purchased from Intermountain/Radio Shack and Timesaver PC; and

WHEREAS, the City received the benefit of the goods and services it purchased from Intermountain/Radio Shack and Timesaver PC; and

WHEREAS, attached as Exhibit 1 to this resolution is a list of all goods and services the City has records of that it purchased from Intermountain/Radio Shack and Timesaver PC from January 1, 2014 to May 12, 2026; and

WHEREAS, due to the length of time involved with the purchases and public records retention schedules, it is possible that the City no longer has records for all of the goods and services it purchased from Intermountain/Radio Shack and Timesaver PC; and

WHEREAS, the City has no evidence or reason to believe that from January 1, 2014 to May 12, 2026 it purchased goods or services from Intermountain/Radio Shack and Timesaver PC in excess of \$36,000 in a calendar year; and

WHEREAS, it is in the interest of the City to ratify all purchases of goods and services the City made from Intermountain/Radio Shack and Timesaver PC from January 1, 2014 to May 12, 2026.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLE ELUM, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Findings. The City Council adopts and incorporates the recitals above as findings in support of this resolution.

Section 2. Ratification. The City Council hereby ratifies all purchases of goods and services the City made from Intermountain/Radio Shack and Timesaver PC from January 1, 2014 to May 12, 2026.

Section 3. Severability. If any section, subsection, sentence, clause, phrase, or word of this Resolution should be held to be invalid or unconstitutional or inapplicable by a court of competent jurisdiction, such invalidity or unconstitutionality or inapplicability thereof shall not affect the validity or constitutionality or applicability of any other section, subsection, sentence, clause, phrase, or word of this Resolution.

Section 4. Corrections. Upon the approval of the city attorney, the city clerk is authorized to make any necessary technical corrections to this Resolution, including but not limited to the correction of scrivener's/clerical errors, references, Resolution numbering, section/subsection numbers, and any reference thereto.

Section 5. Effective Date. This Resolution shall be effective upon passage as provided by law.

ADOPTED BY THE CITY COUNCIL, the 12TH day of May 2026.

CITY OF CLE ELUM

Mayor

ATTEST/AUTHENTICATED:

City Clerk

Company	Date	Amount for Transaction 1	Transaction 2	Transaction 3
Intermountain / Radio Shack	Jan-2014	258.03		
Intermountain / Radio Shack	Feb-2014	134.24		
Intermountain / Radio Shack	Mar-2014	133.89		
Intermountain / Radio Shack	Apr-2014	325.58	86.39	
Intermountain / Radio Shack	May-2014	485.95	19.43	
Intermountain / Radio Shack	Jun-2014	220.36	437.34	252.16
	Jul-2014	N/A		
	Aug-2014	N/A		
	Sep-2014	N/A		
	Oct-2014	N/A		
	Nov-2014	N/A		
	Dec-2014	N/A		
2014		1558.05	543.16	252.16
Intermountain / Radio Shack	Jan-2015	967.76		
Intermountain / Radio Shack	Feb-2015	289.6		
Intermountain / Radio Shack	Mar-2015	5.39	35.62	
Intermountain / Radio Shack	May-2015	19.42		
Intermountain / Radio Shack	Jun-2015	41.56	18.36	
Intermountain / Radio Shack	Jul-2015	108		
Intermountain / Radio Shack	Sep-2015	120	66.62	
Intermountain / Radio Shack	Oct-2015	136.07		
Intermountain / Radio Shack	Nov-2015	107.98	26.99	
Intermountain / Radio Shack	Dec-2015	1212.79	10.78	
2015		3008.57	158.37	
Intermountain / Radio Shack	Jan-2016	48.54	69.71	
Intermountain / Radio Shack	Mar-2016	28.06	1113.52	
Timesaver PC	May-2016	356.4		
Timesaver PC	Jun-2016	64.8	61.53	
Intermountain / Radio Shack	Jun-2016	6.47		
Timesaver PC	Sep-2016	221.37		
Timesaver PC	Oct-2016	19.44		
Timesaver PC	Nov-2016	32.39		
2016		777.47	1244.76	
Timesaver PC	Jan-2017	129.6		
Intermountain / Radio Shack	Apr-2017	64.76		
Intermountain / Radio Shack	May-2017	63.71		
Timesaver PC	May-2017	2392.18		
Timesaver PC	Jun-2017	3493.75		
Timesaver PC	Jul-2017	140.39		
	Aug-2017	N/A		
	Sep-2017	N/A		
	Oct-2017	N/A		
	Nov-2017	N/A		
	Dec-2017	N/A		
2017		6284.39		

Year	Timsaaver PC Transactions	Total Amount
2016	Timesaver PC - 6	755.93
2017	Timesaver PC - 4	6155.92
2018-2026	Timesaver PC - 77	25458.19
Total	Timesaver PC - 87	32370.04

Year	Intermountain / Radio Shack Transactions	Total Amount
2014	Intermountain / Radio Shack - 10	2353.37
2015	Intermountain / Radio Shack - 15	3166.94
2016	Intermountain / Radio Shack - 5	1266.3
2017	Intermountain / Radio Shack - 2	128.47
2018-2026	Intermountain / Radio Shack - 22	4237.67
Total	Intermountain / Radio Shack - 54	11152.75

CITY OF CLE ELUM
Planning Department

AGENDA STAFF
REPORT

AGENDA DATE: *May 12, 2026*

ACTION REQUESTED: *First Reading of Atlas Networks Corporation Franchise Agreement Ordinance 1728*

BACKGROUND: *On April 22, 2026, the City received a formal request from Atlas Networks Corporation, expressing interest in obtaining an official franchise agreement to provide telecommunications services within city limits.*

The ordinance before Council today reflects the City's recommended framework for granting the franchise to Atlas Networks Corporation. No proposed edits were requested by Atlas Networks to the City's existing Franchise Agreement.

RECOMMENDATION: *To approve at the second reading of proposed ordinance on May 26, 2026; adoption*

HANDLING: *Assistant City Administrator, Council*

ATTACHMENTS: *Ordinance 1728, Atlas Networks Corporation, Franchise Agreement*

LEAD STAFF: *Colleda Monick, Senior Planner, HLA*

ORDINANCE NO. 1728

AN ORDINANCE OF THE CITY COUNCIL OF CLE ELUM, WASHINGTON, GRANTING TO ATLAS NETWORKS CORPORATION, A NON-EXCLUSIVE FRANCHISE TO OPERATE AND MAINTAIN A TELECOMMUNICATIONS NETWORK WITHIN THE CITY OF CLE ELUM, WASHINGTON, AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, Atlas Networks Corporation (hereinafter "Grantee") has applied to the City of Cle Elum ("City") for a non-exclusive Franchise for the right of entry, use, and occupation of public Right(s)-of-Way within the City, to install, construct, erect, operate, maintain, repair, relocate and remove its facilities in, on, over, under, along and across those Right(s)-of-Way; and

WHEREAS, Grantee has requested that the City Council grant a non-exclusive franchise for the purposes of operating and maintaining a telecommunications system; and

WHEREAS, the City Council has the authority to grant franchises for the use of its streets and other public properties pursuant to RCW 35A.47.040; and

WHEREAS, the City is willing to grant the rights requested by Grantee subject to certain terms and conditions, which are acceptable to both parties; and

WHEREAS, the City desires to enter into a franchise for the construction, operation and maintenance of a telecommunications system with Grantee on the terms and conditions set forth herein; and

WHEREAS, The City Council considered Grantee's request for a Franchise at regular meetings held on May 12, 2026, and May 26, 2026, at which times representatives of Grantee and members of the public were afforded the opportunity to provide comment; and

WHEREAS, from information presented at such public hearing, and from facts and circumstances developed or discovered through independent study and investigation, the City Council now deems it appropriate and in the best interest of the City and its inhabitants that the Franchise be granted to Grantee;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLE ELUM, WASHINGTON, DOES ORDAIN as follows:

Section 1. Definitions

When not inconsistent with the context, words used in the present tense include the future, words in the plural include the singular, and words in the singular include the plural. Words not defined herein shall be given their common and ordinary meaning. The word "shall" is always mandatory and not merely directory.

"Affiliate," when used in connection with Grantee, means any person who owns or controls, is owned or controlled by, or is under common ownership or control with Grantee.

"Customer" means a person or user of the Telecommunications System who lawfully receives services therefrom with Grantee's express permission.

"Emergency" means a condition of imminent danger to the health, safety or welfare of persons or property located within the City.

"FCC" means the Federal Communications Commission or successor governmental entity thereto.

"Franchise Area" shall mean the present physical boundaries of the City, and any additions thereto by annexation or other legal means.

"Information Service" means the offering of a capability for generating, acquiring, storing, transforming, processing, retrieving, utilizing, or making available information via telecommunications, and includes electronic publishing, but does not include any use of any such capabilities for the management, control, or operation of a telecommunications system or the management of a telecommunications service (as provided in 47 U.S.C. Section 153(24)).

"Maintenance" or "Maintain" shall mean examining, testing, inspecting, repairing, maintaining and replacing Grantee's facilities or any part thereof as required and necessary for safe operation.

"Microtrenching" means a technique for installing conduit to house fiberoptic cable, utilizing a shallower and narrower cut, up to 2" wide with a depth up to 16".

"Person" means any natural person or any association, firm, partnership, joint venture, corporation, limited liability company or other legally recognized entity, whether for-profit or not-for profit, but shall not mean the City.

"Relocation" means permanent movement of Grantee's facilities required by the City, and not temporary or incidental movement of such facilities.

“Right-of-Way” shall mean the surface of, and the space above and below, any public street, highway, freeway, bridge, land path, alley, court, boulevard, sidewalk, way, lane, drive, circle or other public right-of-way, including, but not limited to, public utility easements, dedicated utility strips, or easements dedicated for compatible uses. Right-of-Way shall also mean any easement now or hereafter held by the City within the Franchise Area for the purpose of public travel, or for utility or public service use and shall include other easements or rights-of-way as shall within their proper use and meaning entitle Grantee to the use thereof for the purposes of installing, operating, and maintaining Grantee’s Telecommunications System over poles, wires, cables, conductors, ducts, conduits, vaults, manholes, attachments, and other property as may be ordinarily necessary and appurtenant to the Telecommunications System.

“State” means the State of Washington.

“Telecommunications” means the transmission, between or among points specified by the user, of information of the user’s choosing, without change in the form or content of the information as sent and received (as provided in 47 U.S.C. Section 153(50)).

“Telecommunications network” means the infrastructure owned by Grantee utilizing one or more facilities located within the City’s rights-of-way, including but not limited to, lines, poles, anchors, wires cables, conduit, laterals and other appurtenances necessary and convenient to the provision of access to the internet and telecommunications service.”

“Telecommunications Service” means the offering of Telecommunications for a fee directly to the public, or to such classes of users as to be effectively available directly to the public, regardless of the facilities used (as provided in 47 U.S.C. Section 153(53)).

“Telecommunications System” means the facilities used to offer Telecommunications Services or Information Services to the public.

Section 2. Grant of Right to Use Right(s)-of-Way

A. Subject to the terms and conditions stated herein, the City grants to Grantee permission to enter, use, and occupy the Right(s)-of-Way throughout the Franchise Area.

B. Grantee is authorized to install, construct, erect, operate, maintain, upgrade, relocate, remove and repair facilities and equipment, and all necessary appurtenances thereto for its Telecommunications System to provide Telecommunications and Information Services in, along, under and across the Right(s)-of-Way in the Franchise Area.

C. This Franchise does not authorize the use of the Franchise Area for any facilities or services, other than Grantee’s facilities and services, and it extends no rights

or privilege relative to any facilities or services of any type, including Grantee's facilities and services, on public or private property elsewhere within the City.

D. This Franchise is non-exclusive and does not prohibit the City from entering into other agreements, including franchises, impacting the Franchise Area, unless the City determines that entering into such agreements interferes with Grantee's rights set forth herein.

E. This Franchise does not waive any rights that the City has or may hereafter acquire with respect to the Franchise Area or any other City streets or Rights-of-Way or any portions thereof. This Franchise shall be subject to the power of eminent domain, and in any proceeding under eminent domain, Grantee acknowledges its use of the Franchise Area shall have no value.

F. The City reserves the right to change, regrade, relocate, abandon, or vacate any Right-of-Way within the Franchise Area.

G. Grantee agrees that its use of the Franchise Area shall at all times be subordinate to and subject to the City and the public's need for municipal infrastructure, travel, and access in the Franchise Area. If, at any time during the term of this Franchise, the City vacates any portion of the Franchise Area containing Grantee facilities, the City shall reserve an easement for public utilities within that vacated portion, pursuant to RCW 35.79.030, within which Grantee may continue to operate any existing Telecommunications System of Grantee under the terms of this Franchise.

H. This Franchise shall not be interpreted to prevent the City from imposing additional lawful conditions, including compensation conditions for use of the Right-of-Way, should Grantee provide cable services, as defined under federal law.

I. This Franchise is intended to convey limited rights and interests in the Right-of-Way. It is not a warranty of title or interest in any Right-of-Way; it does not provide Grantee with any interest in any particular location within the Right-of-Way; and it does not confer rights other than as expressly provided in the grant hereof.

J. No rights shall pass to Grantee by implication. Without limiting the foregoing, by way of example and not limitation, this Franchise shall not include or be a substitute for:

1. Any other permit or authorization required for the privilege of transacting and carrying on a business within the City that may be required by the ordinances and laws of the City;

2. Any permit, agreement, or authorization required by the City for Right-of-Way users in connection with operations on or in the Right-of-Way or public property including, by way of example and not limitation, street cut permits; or

3. Any permits or agreements for occupying any other property of the City or private entities to which access is not specifically granted by this Franchise including, without limitation, permits and agreements for placing devices on poles, in conduits or in or on other structures.

Section 3. Term of Agreement

A. This Franchise, unless sooner terminated or extended, shall run for a period of five (5) years, starting from the effective date of this Ordinance.

B. Renewal Option of Term. Grantee may renew this Franchise for an additional five (5) year period upon submission and approval of the application for such renewal by the City and subject to any modifications of the Franchise at that time. Any materials submitted by Grantee for a previous application may be considered by the City in reviewing a current application, and Grantee shall only submit those materials deemed necessary by the City to address changes in Grantee's facilities or services, or to reflect mutually agreeable modifications to the Franchise.

C. Failure to Renew Franchise – Automatic Extension. If the parties fail to formally renew this Franchise prior to the expiration of its term, the Franchise automatically continues month to month until renewed or until either party gives written notice at least one hundred eighty (180) days in advance of its intent not to renew the Franchise to the other party.

Section 4. Acceptance of Franchise

A. This Franchise, and any rights granted hereunder, shall not become effective for any purpose unless and until Grantee files with the City Clerk (1) the Statement of Acceptance, attached hereto as Exhibit "A," and incorporated herein by reference, and (2) all verifications of insurance coverage and the financial guarantees specified in this Franchise.

B. Should Grantee fail to file the Franchise acceptance with the City Clerk within thirty (30) days after the effective date of the ordinance approving the Franchise, the City's grant of the Franchise will be voidable at the discretion of the City.

Section 5. Tax Liability and Records

A. Tax Liability. Grantee shall pay any and all taxes or other levies or assessments which are now or hereafter required to be paid by businesses in general by any law of the City, the State or the United States including, without limitation, sales, use and other taxes, business license fees or other payments.

B. Financial Records. Grantee agrees to meet with a representative of the City upon request to review Grantee's methodology of record-keeping and other procedures,

the understanding of which are reasonably necessary for reviewing reports and records that are required by this Franchise.

Section 6. Construction and Maintenance

A. The City may inspect the manner of Grantee's work and require remedies as may be necessary to ensure compliance with applicable rules, ordinances and regulations of the City. All lines, cables, fibers and conduits laid or installed under this Franchise shall be so located and placed as not to obstruct or interfere with any water pipes, drains, sewers or other structures or utilities already installed, and all such facilities shall be installed subject to the reasonable approval of the Public Works Director or his/her designee. Notwithstanding the foregoing, Grantee shall not be obligated to obtain a permit to perform emergency repairs but shall acquire one at its expense as soon as practicable thereafter.

B. To the extent consistent with any permit issued by the City, all facilities shall be located so as to cause minimum interference with the Right-of-Way and shall be constructed, installed, maintained, renovated or replaced in accordance with applicable rules, ordinances and regulations of the City, as they may be amended from time to time as consistent with construction standards generally accepted within the industry.

C. Grantee shall, at all times, employ professional care and shall install and maintain and use industry-standard methods for preventing failures and accidents that are likely to cause damage, injuries, or nuisances to the public. All structures and all lines, equipment, and connections in, over, under, and upon the Right-of-Way, wherever situated or located, shall at all times be kept and maintained in a safe condition. Grantee shall comply with all federal, State, and municipal safety requirements, rules, regulations, laws, and practices, and employ all necessary devices as required by applicable law during the construction, operation, maintenance, upgrade, repair, or removal of its facilities. Additionally, Grantee shall keep its facilities free of debris and anything of a dangerous, noxious, or offensive nature (for example, graffiti) or which would create a hazard or undue vibration, heat, noise, or any interference with municipal services. By way of illustration and not limitation, Grantee shall also comply with the applicable provisions of the National Electrical Code, National Electrical Safety Code, FCC regulations, and Occupational Safety and Health Administration (OSHA) Standards. Upon reasonable notice to Grantee, the City reserves the right to inspect the facilities to evaluate if they are constructed and maintained in a safe condition.

D. Grantee, at its own expense shall repair and replace any paving or surface disturbed by Grantee or its contractors, in accordance with the City's standard specifications for street construction subject to the reasonable approval of the Public Works Director or his/her designee.

E. Grantee, upon issuance of permits by the City, shall have the authority to microtrench in the construction of Grantee's Telecommunications System. Issuance of

permits is a prerequisite for Grantee's ability to microtrench anywhere in the City. Regular installation and maintenance shall be scheduled so as to accommodate ongoing or previously completed work in or near the Right-of-Way, such as protection of newly planted turf or other vegetation, installed asphalt, streets or sidewalks. In order to avoid such situations, Grantee shall, if practicable, provide notice of the planned work at least forty-eight (48) hours in advance and coordinate with the City to develop a mutually acceptable schedule for such work.

F. If, during the course of work, Grantee disturbs or causes damage to or alters any Right-of-Way or other public or private property, Grantee shall promptly replace, repair or restore such Right-of-Way or other public or private property, at Grantee's expense, to a condition equal to or better than the condition that existed immediately prior to such disturbance, damage or alteration within forty-eight (48) hours.

G. Upon reasonable request by the City, Grantee agrees to provide geographic information system ("GIS") mapping layers, As-Built, strand maps or similar records kept in its usual course of business to the City. Said information may be provided either in hard copy or electronic format, in the data format regularly maintained by Grantee.

H. Nothing in this Franchise shall be construed to prevent the City from constructing, maintaining, repairing, or relocating its sewers, streets, water mains, sidewalks, or other public property. However, before commencing any work within a Right-of-Way that may affect Grantee's facilities, the City shall give written notice to Grantee, and all such work shall be done, insofar as practicable, in such a manner as not to obstruct, injure, or prevent the free use and operation of Grantee's facilities.

I. In order to minimize disruption to vehicular traffic and inconvenience to the public and protect the public interests in connection with permitted uses of the Right-of-Way, which have limited capacity, conduit sharing and other collocation solutions are encouraged and shall be utilized to the extent they are technically and economically feasible. Grantee agrees, wherever technically and economically feasible, that it will endeavor to collocate its facilities and cooperate with the City in placing innerduct conduit within the Right-of-Way and in sharing unused space within underground conduits owned by Grantee and the City. At any time that the City or Grantee intends to install new underground conduit or replace existing underground conduit in the Right-of-Way, such party shall endeavor to provide the other party with forty-five (45) days advance written notice in order to permit the additional contemporaneous installation of innerduct conduit for potential collocation. If either party desires additional innerduct conduit to be installed, it will so notify the other party. The party providing such notice shall be responsible for the additional incremental expense for installing additional innerduct conduit. The parties agree that such conduit or innerduct conduit jointly occupied or used by the City may not be sold or leased by the City to third parties for the provision of competitive services.

J. Grantee shall apply for, obtain, pay for, and comply with the terms of all permits required under applicable City Code provisions for any work done in the Right-of-

Way. Grantee shall comply with all other applicable City, State, and federal codes, rules, regulations, and orders in undertaking such work, which shall be done in a thorough and proficient manner.

K. Grantee agrees to coordinate its activities with the City and all other utilities located within the Right-of-Way within which Grantee is undertaking its activity. The City agrees to coordinate its activities with Grantee within the Right-of-Way within which Grantee has placed its Telecommunications System or is undertaking its activities.

L. The City expressly reserves the right to prescribe how and where Grantee's facilities shall be installed within the Right-of-Way and may from time to time, pursuant to the applicable sections of this Franchise, require the removal, relocation and replacement thereof in the public interest and safety at the expense of Grantee.

M. Before commencing any work within the Right-of-Way, Grantee shall comply with all of the provisions of the Washington Utility Notification Center - Washington 811, to identify and protect existing utility infrastructure.

N. Upon prior written approval of the City and in accordance with City ordinances, Grantee shall have the authority to reasonably trim trees upon and overhanging streets, Rights-of-Way, and places in the Franchise Area so as to prevent the branches of such trees from coming into physical contact with Grantee's facilities. Grantee shall be responsible for debris removal from such activities. If such debris is not removed within twenty-four (24) hours of completion of the trimming, the City may, at its sole discretion, remove such debris and charge Grantee for the cost thereof.

O. Grantee's contractors of any tier shall be licensed and bonded in accordance with State law and the City's ordinances, regulations, and requirements. Work by contractors (of any tier) is subject to the same restrictions, limitations, and conditions as if the work were performed by Grantee. Grantee shall be responsible for all work performed by its contractors (of any tier) and others performing work on its behalf as if the work were performed by Grantee and shall ensure that all such work is performed in compliance with this Franchise and applicable law.

P. Grantee shall not introduce or use any hazardous substances (chemical or waste) in the Right-of-Way, in violation of any applicable law or regulation, nor shall Grantee allow any of its agents, contractors (of any tier), or any person under its control to do the same. Grantee will be solely responsible for and will defend, indemnify and hold the City, its agents, employees, officers, and officials harmless from and against any and all claims, costs and liabilities including reasonable attorneys' fees and costs, to the extent arising out of or in connection with the cleanup or restoration of the property associated with Grantee's use, storage, or disposal of hazardous substances, whether or not intentional, and the use, storage or disposal of such substances by Grantee's agents, contractors, or other persons acting under Grantee's control, whether or not intentional.

Q. Grantee attests that any work already completed before the execution of this Franchise is in compliance with the requirements of this Franchise.

Section 7. Repair and Emergency Work

In the event of an emergency, Grantee may commence such repair and emergency response work as required under the circumstances, provided that Grantee shall notify the City in writing as promptly as possible, before such repair or emergency work commences, or as soon thereafter as possible, if advance notice is not practical. The City may act, at any time, without prior written notice in the case of an emergency but shall notify Grantee in writing as promptly as possible under the circumstances.

Section 8. Damages to City and Third-Party Property

Grantee agrees that if any of its actions under this Franchise impair or damage any Right-of-Way, property, survey monument, or property owned by a third-party, Grantee will restore, at its own cost and expense, said property to a safe condition. Such repair work shall be performed and completed to the satisfaction of the Public Works Director.

Section 9. Location Preference

Any structure, equipment, appurtenance, or tangible property of a utility, other than property of Grantee's, which was installed, constructed, completed or in place prior in time to Grantee's application for a permit to construct or repair Grantee facilities under this Franchise shall have preference as to positioning and location with respect to Grantee's facilities. However, to the extent that Grantee's facilities are completed and installed prior to a utility's submittal of a permit for new or additional structures, equipment, appurtenances, or tangible property, then Grantee's facilities shall have priority. These rules governing preference shall continue in the event of the necessity of relocating or changing the grade of any City street or Right-of-Way. A relocating utility shall not necessitate the relocation of another utility that otherwise would not require relocation. This Section shall not apply to any City facilities or utilities that may in the future require the relocation of Grantee's facilities which shall be governed by the relocation provisions of this Franchise. No location of any of Grantee's Facilities shall give rise to a vested interest in public property.

Section 10. Grantee Information

A. Grantee agrees to supply, at no cost to the City, any information reasonably requested by the City to coordinate municipal functions with Grantee's activities and fulfill any municipal obligations under State law.

B. The parties understand that State law limits the ability of the City to shield from public disclosure any information given to the City. Accordingly, the City agrees to

notify Grantee of requests for public records related to Grantee, and to give Grantee a reasonable amount of time to obtain an injunction to prohibit the City's release of records, if it appears that such public records may contain confidential information. Notice will not be provided for records that are clearly non-exempt from disclosure including but not limited to copies of this Franchise, drafts of this Franchise, and records related to the execution of this Franchise.

C. Grantee shall defend, indemnify and hold harmless the City for any loss or liability for fines, penalties, damages and costs (including attorneys' fees and expenses) imposed on the City because of non-disclosures requested by Grantee under Washington's Public Records Act, provided the City has notified Grantee of the pending request.

Section 11. Relocation and Abandonment of Grantee's Facilities

A. Relocation. In accordance with Washington State law, Grantee shall, at no expense or liability to the City (except as may be required by RCW Chapter 35.99.060), relocate, reroute or remove any of Grantee's facilities, property or equipment located in a Right-of-Way when required by the City consistent with its police powers (for example, without limitation, by reason of traffic conditions, public safety, Right-of-Way vacation, Right-of-Way construction, change or establishment of Right-of-Way grade, installation of sewers, drains, gas or water pipes, or any other types of structures or improvements by the City for public purposes). Except during an emergency, the City shall provide reasonable notice to Grantee of its need to relocate that is commensurate with the complexity of the project, but not less than sixty (60) days, and allow Grantee an opportunity to perform such action. Following notice by the City, Grantee shall relocate, remove, reroute, replace, modify or disconnect any of its facilities or equipment within any Right-of-Way, or on any other property of the City. If the City requires Grantee to relocate its facilities located within the Right-of-Way, the City shall provide Grantee with an alternative location within the Right-of-Way.

Excluding circumstances or events outside of its reasonable control, if Grantee fails to complete relocation work within the time prescribed to the City's reasonable satisfaction, the City may cause such work to be done at Grantee's reasonable cost and expense; and provided further that the City shall not be liable for any damage to any portion of the Telecommunications System except to the extent caused by the negligence of the City or its contractor. Within thirty (30) days of receipt of an itemized list of those costs, Grantee shall pay the City.

If a readjustment or relocation of Grantee's facilities is necessitated by a request from a party other than the City, Grantee may seek recourse against that other party to pay the actual costs thereof.

B. Temporary Changes for Other Permittees. At the request of any person holding a valid permit, upon reasonable advance notice, Grantee shall temporarily raise,

lower or remove its facilities, property or equipment as necessary to permit the moving of a building, vehicle, equipment or other item. The expense of such temporary changes must be paid by the permit holder, and Grantee may require a reasonable deposit of the estimated payment in advance.

C. Alternatives to Relocation. Grantee may, after receipt of written notice requesting a relocation of its facilities, submit to the City written alternatives to such relocation. Such alternatives may include the use and operation of temporary transmitting facilities in adjacent Right-of-Way. The City shall promptly evaluate such alternatives and advise Grantee in writing if one or more of the alternatives is suitable. If requested by the City, Grantee shall promptly submit additional information to assist the City in making such evaluation. The City shall give each alternative proposed by Grantee full and fair consideration. In the event the City ultimately determines that there is no other reasonable alternative, Grantee shall relocate the components of the system as otherwise provided herein.

D. Discontinuing Use/Abandonment of System Facilities. Whenever Grantee intends to discontinue using any facility in the Right-of-Way, Grantee shall submit for the City's approval a complete description of the facility and the date on which Grantee intends to discontinue using the facility. Grantee may remove the facility or request that the City allow it to remain in place and to convey the same to the City through a letter of abandonment or bill of sale. Until such time as Grantee removes or transfers the facility, Grantee shall be responsible for the facility as if the facility were in active use and Grantee shall retain all liability for the facility during such time. If Grantee abandons its facilities, the City may provide Grantee with written notice of the City's desire to utilize such abandoned facilities, and Grantee shall then have sixty (60) days in which to respond with either assent to transfer such facilities to the City, or an affirmation that such facilities are not abandoned, in which case the facilities shall remain with Grantee. Upon assent by Grantee to the transfer of such facilities, the parties shall execute appropriate documentation to memorialize the transfer.

Section 12. Undergrounding

A. The parties agree that this Franchise does not limit the City's authority under federal law, State law, or local ordinance, to require the undergrounding of utilities. Any such undergrounding requirement shall be imposed equally on all permit or franchise holders using the Right-of-Way to which such requirement applies.

B. Whenever the City requires the undergrounding of aerial utilities in the Franchise Area, Grantee shall underground its facilities in the manner specified by the City at no expense or liability to the City. Where other utilities are present and involved in the undergrounding project, Grantee shall only be required to pay its fair share of common costs borne by all utilities, in addition to the costs specifically attributable to the undergrounding of Grantee's facilities. Common costs shall include, for example, necessary costs for trenching and utility vaults. The fair share shall be determined in

comparison to the total number and size of all other utility facilities being placed underground.

Section 13. Indemnification and Hold Harmless

A. Grantee shall defend, indemnify, and hold the City and its officers, officials, agents, employees, and volunteers harmless from any and all costs, claims, injuries, damages, losses, expenses, suits, or liabilities of any nature including attorneys' fees arising out of or in connection with Grantee's performance or omissions under this Franchise, except to the extent such costs, claims, injuries, damages, losses, expenses, suits, or liabilities are caused by the negligence of the City.

B. Grantee shall defend, indemnify and hold the City and its officers, officials, agents, employees, and volunteers harmless from any and all costs, claims, injuries, damages, losses, expenses, suits, or liabilities of any nature including attorneys' fees arising out of or in connection with any damage or loss to Grantee's facilities caused by maintenance and/or construction work performed by, or on behalf of, the City within the Franchise Area or any Right-of-Way, or other property, except to the extent any such damage or loss is directly caused by the negligence of the City.

C. If separate representation to fully protect the interests of both parties is or becomes necessary, such as a conflict of interest between the City and the counsel selected by Grantee to represent the City, Grantee shall pay, from the date such separate representation is required forward, all reasonable expenses incurred by the City in defending itself with regard to any action, suit or proceeding indemnified by Grantee. The City's expenses shall include all reasonable out-of-pocket expenses, such as consultants' and attorneys' fees, and shall also include the reasonable value of any services rendered by the City Attorney or her/his assistants or any employees of the City or its agents but shall not include outside attorneys' fees for services that are unnecessarily duplicative of services provided the City by Grantee.

D. The fact that Grantee carries out any activities under this Franchise through independent contractors shall not constitute an avoidance of or defense to Grantee's duty of defense and indemnification under this Section.

E. In the defense of any action subject to this Section, Grantee shall solely control the defense and any decision to settle any claim, which shall be at Grantee's sole expense and provided that the City is completely released in writing from any liability regarding the claim.

Section 14. Insurance

A. Grantee shall procure and maintain for the duration of this Franchise, and for one (1) year thereafter, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work

hereunder by Grantee, its agents, representatives, or employees in the amounts and types set forth below:

1. Commercial General Liability insurance with limits no less than \$5,000,000 each occurrence, \$5,000,000 general aggregate and a \$5,000,000 products-completed operations aggregate limit. Coverage shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, products-completed operations, stop gap liability, and personal injury and advertising injury and liability assumed under an insured contract. There shall be no exclusion or modification of the Commercial General Liability insurance for liability arising from explosion, collapse, or underground property damage.

2. Automobile Liability insurance covering all owned, non-owned, hired, and leased vehicles with a combined single limit for bodily injury and property damage of \$5,000,000 per accident. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage.

3. Workers' Compensation coverage as required by the Insurance laws of the State of Washington.

4. Employers Liability insurance in the amount of \$2,000,000.

5. Umbrella or excess liability insurance in the amount of \$5,000,000.

B. Grantee's insurance coverage shall be primary insurance with respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be in excess of Grantee's insurance and shall not contribute with it.

C. Grantee's insurance shall be endorsed to state that coverage shall not be canceled except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City. If the insurance is canceled so as to be out of compliance with the requirements of this Franchise, Grantee shall provide a replacement policy.

D. All policies shall contain, or be endorsed so that the City, City Council, officers, officials, boards, employees and agents are to be covered as, and have the rights of, additional insureds under the policies.

E. Grantee's insurance shall apply separately to each insured against whom a claim is made or lawsuit is brought, except with respect to the limits of the insurer's liability.

F. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The

certificates and endorsements for each insurance policy are to be on standard forms or such forms as are consistent with standard industry practices.

G. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

H. Grantee shall furnish the City with original certificates of insurance and a copy of amendatory endorsements before commencement of the work.

I. Grantee shall provide the City with written notice of any policy cancellation within two (2) business days of their receipt of such notice.

J. Any deductible of the policies shall not in any way limit Grantee's liability to the City.

K. Grantee shall have the right to self-insure any or all of the above-required insurance subject to prior, written approval by the City.

L. Grantee's maintenance of insurance as required by this Franchise shall not be construed to limit the liability of Grantee to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy to which the City is otherwise entitled at law or in equity.

M. Failure on the part of the Grantee to maintain the insurance as required shall constitute a material breach of the Franchise, upon which the City may, after giving five (5) business days notice to the Grantee to correct the breach, terminate the Franchise at its discretion, procure or renew such insurance, and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand.

Section 15. Generally Applicable Bonds/Performance Bond

A. Generally Applicable Bonds. During construction of the Telecommunications System, Grantee may be required to obtain bonds, such as generally applicable construction bonds, in accordance with State law and the City's published, non-discriminatory, and ordinary policies and procedures to cover remedial work and restoration of the Right-of-Way. The bonds shall cover the cost of labor, materials, and all other items associated with such work by geographic area (to be mutually determined between the City and Grantee) with the intention that the bond will apply only to projects covered by a permit until completion as opposed to covering the costs of construction for the entire Telecommunications System.

B. Performance Bond.

1. Grantee shall provide a performance bond in the amount of fifty thousand dollars (\$50,000) to ensure the faithful performance of its responsibilities under

this Franchise and applicable law, including, by way of example and not limitation, its obligations to relocate and remove its facilities. The performance bond shall be in a standard industry form. Grantee shall pay all premiums or costs associated with maintaining the bond and shall keep the same in full force and effect at all times.

2. The bond shall not be canceled or materially altered so as to be out of compliance with the requirements of this Section without forty-five (45) days' written notice first being given to the City. If the bond is canceled or materially altered so as to be out of compliance with the requirements of this Section within the term of this Franchise, Grantee shall provide a replacement bond.

3. After the giving of notice by the City to Grantee, and expiration of any applicable cure period, the performance bond may be drawn upon by the City for purposes that include, but are not limited to the following:

- a. Failure of Grantee to pay the City sums due under the terms of this Franchise;
- b. Reimbursement of costs borne by the City to correct Franchise violations not corrected by Grantee; and
- c. Damages assessed against Grantee as provided in this Franchise.

4. The City shall give Grantee written notice of any withdrawal under this Section upon such withdrawal. Within ten (10) days following receipt of such notice, Grantee shall restore and replenish the performance bond to the amount required under this Franchise. Grantee's maintenance of the performance bond shall not be construed to excuse unfaithful performance by Grantee or limit the liability of Grantee to the amount of the performance bond or otherwise limit the City's recourse to any other remedy available at law or in equity.

5. Grantee shall have the right to appeal to the City Council for reimbursement in the event Grantee believes that the performance bond was drawn upon improperly. After a determination by the City Council, Grantee shall also have the right to judicial appeal if Grantee believes the performance bond has not been properly drawn upon in accordance with this Franchise. Any funds the City erroneously or wrongfully withdraws from the performance bond shall be returned to Grantee with interest, from the date of withdrawal at a rate equal to the prime rate of interest as quoted in The Wall Street Journal on the date the City withdrew funds from the performance bond until the date the City returns the funds to Grantee.

Section 16. Successors and Assignees

A. All of the provisions, conditions and requirements herein shall be binding upon the permitted successors and assigns of Grantee, and all rights and privileges, as well as all obligations and liabilities of Grantee shall inure to its permitted successors and assigns as if they were specifically mentioned herein wherever Grantee is mentioned.

B. Neither this Franchise nor the Telecommunications System shall be leased, assigned or otherwise alienated in whole or in part without the express prior written consent of the City by ordinance, which consent shall not be unreasonably withheld. In the event such a transfer or assignment is part of a corporate transaction approved by the Washington Utilities and Transportation Commission ("WUTC"), the approval by the WUTC shall be deemed consent to the transfer or assignment from the City. Grantee shall notify the City as soon as practicable at the time of the filing of any petition with the WUTC in this regard.

C. Grantee and any proposed assignee or transferee shall provide and certify the following to the City not less than sixty (60) days prior to the proposed date of sale or transfer: (a) Complete information setting forth the nature, terms and conditions of the proposed assignment or transfer; (b) All information required by the City of an applicant for a Franchise with respect to the proposed assignee or transferee; and, (c) An application fee which shall be set by the City, plus any other costs actually and reasonably incurred by the City in processing and investigating the proposed assignment or transfer, such additional costs not to exceed \$7,500.

D. The proposed assignee or transferee shall file with the City a written agreement to unconditionally accept all of the terms of the Franchise, effective upon such transfer or assignment of the Franchise. The City is under no obligation to undertake any investigation of Grantee's state of compliance and failure of the City to insist on full compliance prior to transfer does not waive any right to insist on full compliance thereafter.

Section 17. Dispute Resolution

In the event of a dispute between the City and Grantee arising by reason of this Franchise, the dispute shall first be referred to the operational officers or representatives designated by the City and Grantee to have oversight over the administration of this Franchise. The officers or representatives shall meet within thirty (30) calendar days of either party's request for a meeting, whichever request is first, and the parties shall make a good faith effort to achieve a resolution of the dispute. If the parties fail to achieve a resolution of the dispute in this manner, either party may then pursue any available judicial remedies.

Section 18. Enforcement and Remedies

A. If Grantee shall willfully violate, or fail to comply with any of the provisions of this Franchise for any reason, including without limitation, through negligence, or should it fail to heed or comply with any legally authorized directive given to Grantee under the provisions of this Franchise, the City will provide Grantee with written notice and an opportunity to cure the breach within thirty (30) days of notification. If the breach reasonably cannot be cured within thirty (30) days, the City shall specify a longer cure period, and condition the extension of time on Grantee's submittal of a plan to cure the breach within the specified period, commencement of work within the original thirty-day cure period, and diligent prosecution of the work to completion. If the breach is not cured within the specified time, or Grantee does not comply with the specified conditions, the City may, at its discretion, either (1) revoke the Franchise with no further notification, or (2) claim liquidated damages of two hundred fifty dollars (\$250.00) per day against the performance bond set forth in this Franchise for every day after the expiration of the cure period that the breach is not cured, up to a maximum of \$5,000 per year.

B. Should the City determine that Grantee is acting beyond the scope of permission granted herein for Grantee's facilities or Grantee's services, the City reserves the right to cancel this Franchise and require Grantee to apply for, obtain, and comply with all applicable City permits, franchises, or other City permissions for such actions, and if Grantee's actions are not allowed under applicable federal, State or City laws, to compel Grantee to cease such actions through injunctive relief.

Section 19. Compliance with Laws and Regulations

This Franchise is subject to, and Grantee shall comply with, all applicable federal, State and City laws, regulations and policies, now existing or hereafter enacted. Grantee shall be subject to the police power of the City to adopt and enforce general ordinances necessary to protect the safety, health and welfare of the public.

Section 20. Damages Limitation

Notwithstanding any other provision of this Franchise, in no event shall either party be liable to the other for any special, incidental, indirect, punitive, loss of profits, loss of revenues, consequential or other similar damages.

Section 21. Notices

Written notices shall be sent prepaid postage, by certified mail, return receipt requested, to the following addresses, unless a different address shall be designated in writing and delivered to the other party.

City: City of Cle Elum - Mayor
119 West First Street

Cle Elum, Washington 98922

Grantee: General Counsel
Atlas Networks Corporation
P.O. Box 2069
Vashon Island, WA 98070-2069

Section 22. Reimbursement and Franchise Fees

A. A fee shall be charged to Grantee that recovers actual administrative expenses incurred by the City that are directly related to receiving and approving permits and this Franchise, and to inspecting plans and construction, and, if necessary, for the preparation of a detailed statement pursuant to Chapter 43.21C RCW; provided, however, that no such fees, costs or expenses shall be duplicative of permitting and review fees charged by the City in conjunction with such permits. Fees shall be charged in accordance with the City's adopted fee schedule, and actual costs incurred by the City, including but not limited to those of its staff, consultants, and legal counsel, shall be invoiced to the Grantee.

B. No permits shall be issued for the installation of authorized facilities until such time as the City has received payment of the fees as described in this Section.

C. Grantee shall reimburse the City within thirty (30) days of submittal by the City of an itemized billing for reasonably incurred costs by project and task, for Grantee's proportionate share of all actual, identified expenses incurred by the City in altering, constructing, installing, maintaining, planning, or repairing any City facility as the result of the presence of Grantee's facilities in the Right-of-Way.

D. Grantee hereby warrants that its operations as authorized under this Franchise are, in part, those of a telephone business as defined in RCW 82.16.010, or service provider as referenced in RCW 35.21.860. As a result, the City will not impose a franchise fee under the terms of this Franchise, other than as described herein. The City hereby reserves its right to impose a franchise fee on Grantee if Grantee's operations as authorized by this Franchise change such that the statutory prohibitions of RCW 35.21.860 no longer apply, or if federal or other State statutory prohibitions on the imposition of any types of fees are removed. In such instance, the City also reserves its right to require that Grantee obtain a separate franchise as allowed by law. Nothing contained herein shall preclude Grantee from challenging any such new fee or separate agreement under applicable federal, State, or local laws.

E. Grantee stipulates and agrees that certain of its business activities may be subject to taxation as a telephone business and that Grantee shall pay to the City the rate applicable to such taxable services consistent with local, State and federal law; provided that the City has taken all lawful and required steps to impose such tax. The parties agree

that nothing in this Franchise shall limit the City's power of taxation or ability to impose franchise fees, as may exist now or as later allowed under applicable law.

Section 23. Miscellaneous

A. Force Majeure. Neither party shall be held in default under, or in noncompliance with, the provisions of the Franchise, nor suffer any enforcement or penalty relating to noncompliance or default, where such noncompliance or alleged default occurred or was caused by a pandemic, epidemic, strike, riot, war, earthquake or other catastrophic act of nature, labor disputes or failure of electric service necessary to operate the Telecommunications System or other event that is reasonably beyond a party's ability to anticipate or control.

B. Entire Agreement. This Franchise represents the entire understanding and agreement between the parties hereto with respect to the subject matter hereof.

C. Severability. If any section, subsection, sentence, clause or phrase of this Franchise is for any reason declared invalid, in whole or in part, by any court, agency, legislative body, or other authority of competent jurisdiction, such declaration shall not affect the validity of the remaining portions hereof, all of which shall remain in full force and effect.

D. Modification. No provision of this Franchise shall be amended or otherwise modified, in whole or in part, except by an instrument, in writing, duly executed by the City and Grantee.

E. No Third-Party Beneficiaries. Nothing in this Franchise is intended to confer third-party beneficiary status on any member of the public or person to enforce the terms of this Franchise.

F. No Waiver of Rights. Nothing in this Franchise shall be construed as a waiver of any rights, substantive or procedural, the City or Grantee may have under federal or State law. Without limitation, the City specifically reserves all of its governmental immunities under federal, State and local law.

G. Governing Laws. This Franchise shall be governed, construed and enforced in accordance with the laws of the State of Washington and any other applicable local and federal laws, rules, regulations, legislation or orders (as such now exist, are later amended or subsequently adopted).

H. Venue. Venue for any judicial dispute shall be in Kittitas County Superior Court, unless the dispute is required to be heard in federal court by applicable law.

I. Attorneys' Fees. In the event any suit or other proceeding is instituted to enforce or interpret any provision of this Franchise, each Party shall pay all its legal costs

and attorneys' fees incurred in defending or bringing such suit or proceeding, including all appeals, in addition to any other recovery or award provided by law, except that nothing in this section shall be construed to limit the City's right to indemnification under Section 13 of this Franchise.

J. Headings. The section and subsection titles used herein are for reference purposes only and shall not be used to interpret this Franchise.

K. Cost of Publication. Grantee shall pay the cost of notice and publication of this Franchise.

Section 24. Severability

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

Section 25. Effective Date

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

PASSED by the City Council of Cle Elum, Washington this ____ day of _____, 2026.

Mayor

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney

Published: _____

EXHIBIT "A"

STATEMENT OF ACCEPTANCE

Atlas Networks Corporation, hereby accepts and agrees to be bound by all of the terms, conditions and provisions of the Franchise, subject to applicable law.

Atlas Networks Corporation

By: _____

Date: _____

Name: _____

Title: _____

AMENDMENT NO. 1

TASK ORDER NO. 2024-06

REGARDING GENERAL AGREEMENT BETWEEN CITY OF CLE ELUM

AND

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

PROJECT DESCRIPTION:

Growth Management Act Periodic Update **HLA Project No. 24126**

Cities must periodically take legislative action to review and, if necessary, revise their comprehensive plans and development regulations to ensure the plan and regulations comply with the requirements of the Growth Management Act (GMA). The Washington State Department of Commerce (COMMERCE) is allocating \$100,000 to the City of Cle Elum (CITY) to finance the GMA Periodic Update for its Comprehensive Plan, Development Regulations, and Critical Areas Ordinance (CAO).

The CITY desires to contract with HLA to develop its required GMA Periodic Update. The scope of services was developed in accordance with RCW 36.70A and includes the development of a work plan and public participation plan; using Commerce checklists to review the CITY's existing Comprehensive Plan, Development Regulations, and CAO to identify areas that require updating. HLA will draft required updates to the documents for adopting updated regulations and plans and then will forward a final resolution to Commerce.

REASON FOR AMENDMENT NO. 1

Amendment No. 1 reflects the Washington State Legislature's extension of the required Growth Management Act (GMA) periodic update deadline by six (6) months. Amendment No. 1 also reallocates fees across project phases, consistent with COMMERCE grant amounts, to better align with the work completed to date for the GMA Periodic Update.

SCOPE OF SERVICES:

There are no revisions to the Scope of Services due to Amendment No. 1.

TIME OF PERFORMANCE:

Revisions due to Amendment No. 1 include deleting Time of Performance in its entirety and replacing it with the following:

The periodic update deadline is anticipated to take up to thirty (30) months (December 31, 2026).

HLA began developing the Growth Management Act Periodic Update in July 2024 and will complete the final document in accordance with COMMERCE grant requirements.

FEE FOR SERVICES:

There are no changes to the total Task Order Fee for Services for Amendment No. 1.

Revisions due to Amendment No. 1 only reallocate fees across project phases, consistent with COMMERCE grant allocations, and include deleting Fee for Services in its entirety and replacing with the following:

1.0 Periodic Update Grant Coordination

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

2.0 Critical Areas Ordinance Update

All work shall be performed on a time-spent basis at the normal hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses for the estimated fee of \$17,500.00.

3.0 Development Regulations Update

All work shall be performed on a time-spent basis at the normal hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses for the estimated fee of \$18,000.00.

4.0 Comprehensive Plan Update

All work shall be performed on a time-spent basis at the normal hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses for the estimated fee of \$47,000.00.

Proposed:



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

04/16/2026

Date

Approved:

City of Cle Elum
Matthew Lundh, Mayor

Date



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Taxpayer Information

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Active Registration

HLA ENGINEERING AND LAND SURVEYING INC

Unique Entity ID
SDZDPKCU1NM8

CAGE/NCAGE
36NF7

Expiration Date
Nov 25, 2026

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

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

Purpose of Registration
Federal Assistance Awards Only

Version

Current Record

BUSINESS INFORMATION

Doing Business As
(blank)

Division Name
Hla Engineering And Land Surveying, Inc.

Congressional District
Washington 04

URL
www.hlacivil.com

Division Number
(blank)

State/Country of Incorporation
Washington, United States

Registration Dates

Activation Date
Nov 27, 2025

Submission Date
Nov 25, 2025

Initial Registration Date
Feb 21, 2005

Owner

CAGE

Legal Business Name

Immediate Owner

(blank)

(blank)

Entity Dates

Entity Start Date
Feb 1, 1984

Fiscal Year End Close Date
Dec 31

Highest Level Owner	(blank) (blank)
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Executive Compensation

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

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

No

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

Not Selected

SAM SEARCH AUTHORIZATION

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

☒ Yes

ENTITY TYPES

Business Types

Entity Structure	Corporate Entity (Not Tax Exempt)
------------------	-----------------------------------

Socio-Economic Types

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

Entity Type	Business or Organization
Profit Structure	For Profit Organization
Organization Factors	Subchapter S Corporation

Small Business Search if the entity completed the SBA supplemental pages during registration.

FINANCIAL INFORMATION

Payments

Accepts Credit Card Payments No	Debt Subject To Offset  No
------------------------------------	--

ACCOUNT DETAILS

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

Electronic Funds Transfer

Account Type	Checking
Account Number	*****74
Routing Number	*****74
Lockbox	(blank)

Automated Clearing House

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

Remittance Address

HLA Engineering and Land Surveying Inc

4/6/26, 11:56 AM

SAM.gov

Number		2803 River Road
		Yakima, Washington 98902-6389
Financial Institution	KEY BANK	United States

TAXPAYER INFORMATION

Taxpayer Name	Name/Title of Individual
HLA Engineering and Land Surveying Inc	Executing Consent
	President
Address	Signature
2803 River RD	Michael T Battle
Yakima, WA 98902-1166	
United States	EIN
	*****7188
Type of Tax	
Applicable Federal Tax	
Tax Year (Most Recent Tax Year)	
2024	
TIN Consent Date	
Nov 25, 2025	

POINTS OF CONTACT

Accounts Receivable POC

Primary Point of Contact

Krystal R Backes, Billing Manager

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

Electronic Business

Primary Point of Contact

Lisa R Adams, Controller

Email

ladams@hlacivil.
com

Phone

509 966-7000

Fax

5099653800

Address

2803 River Road
Yakima, Washington 98902-6389
United States

Alternate Point of Contact

Kelly L Hedrick, HR Manager

Email

khedrick@hlacivil.co
m

Phone

509 966-7000

Fax

5099653800

Address

2803 River Road
Yakima, Washington
98902
United States

Government Business

Primary Point of Contact

Benjamin A Annen, President

Email

bannen@hlacivil
.com

Phone

509 966-7000

Fax

5099653800

Address

2803 River Road
Yakima, Washington 98902-6389
United States

Alternate Point of Contact

Lisa R Adams, Controller

4/6/26, 11:56 AM

SAM.gov

Email ladams@hlacivil.com	Phone 509 966-7000	Fax 5099653800	Address 2803 River Road Yakima, Washington 98902 United States
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This system contains Controlled Unclassified Information (CUI). All individuals viewing, reproducing or disposing of this information are required to protect it in accordance with 32 CFR Part 2002 and GSA Order CIO 2103.2 CUI Policy.

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HLA ENGINEERING AND
LAND SURVEYING INC

Active Registration

Unique Entity ID

CAGE/NCAGE

SDZDPKCU1NM8 36NF7

Expiration Date

Nov 25, 2026

Physical Address

2803 River RD

Mailing Address

2803 River RD

Yakima, Washington

4/6/26, 11:57 AM

SAM.gov

Yakima, Washington

98902-1166, United States

Purpose of Registration

Federal Assistance Awards Only

Version

Current Record

98902-1166, United States

ASSERTIONS

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

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Purpose of Registration

Federal Assistance Awards Only

Version

Current Record

EXCLUSIONS



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

Active Exclusions

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

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Responsibility And Qualification



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HLA ENGINEERING AND
LAND SURVEYING INC

Active Registration

Unique Entity ID

CAGE/NCAGE

SDZDPKCU1NM8 36NF7

Expiration Date

Nov 25, 2026

Physical Address

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

Mailing Address

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

Purpose of Registration

Federal Assistance Awards Only

EXCLUSIONS

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Active Exclusions

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

PROCEEDINGS

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

OTHER RESPONSIBILITY & INTEGRITY INFORMATION

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

CORPORATE RELATIONSHIPS

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

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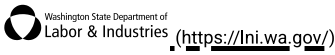
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Debarred Contractors List

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

Company Name:

WA UBI Number:

License Number:

Principal:

RCW:

All

From: To:

Penalty Due:

All

Wage Due:

All

Apply Filters

Reset

[Download all debarment data](#)

Show

25

 per page

Showing 0 records

FirstPreviousNextLast

Company Name

UBI

License

Principals

Related Business

Status

RCW

Debar Begins

Debar Ends

Penalty Due

Wages Due

There are no records that match your search criteria.

Show

25

 per page

Showing 0 records

FirstPreviousNextLast

CITY OF CLE ELUM
City Administration

**AGENDA STAFF
REPORT**

AGENDA DATE: May 12, 2026

ACTION REQUESTED: Authorize the Mayor to sign Resolution 2026-017 adopting a General Fund Balance Policy.

BACKGROUND: As mentioned at the Committee of the Whole meeting on April 28, attached is the General Fund Balance Policy.

RECOMMENDATION: Approval of Resolution 2026-017 adopting a General Fund Balance Policy.

ATTACHMENTS: Resolution 2026-017
Exhibit A

LEAD STAFF: Robert Omans

CITY OF CLE ELUM WASHINGTON

RESOLUTION NO. 2026-017

A RESOLUTION OF THE CITY OF CLE ELUM, WASHINGTON, ADOPTING A GENERAL FUND BALANCE POLICY; PROVIDING FOR IMPLEMENTATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the city council recognizes the importance of maintaining prudent financial management practices to ensure the continued delivery of municipal services and the long term fiscal stability of the city; and

WHEREAS, maintaining adequate general fund reserves helps the city manage cash flow needs, respond to emergencies and unforeseen events, address revenue shortfalls, and preserve financial flexibility; and

WHEREAS, the Government Finance Officers Association recommends that local governments adopt formal fund balance policies to guide reserve levels and corrective actions; and

WHEREAS, the city council desires to formally adopt a General Fund Balance Policy applicable to the city's general fund (BARS Fund 001), establishing minimum and maximum fund balance targets; and

WHEREAS, the city council has reviewed the proposed General Fund Balance Policy attached hereto as *Exhibit A* and finds that adoption of the policy is in the best interests of the city and its residents;

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

Section 1. Adoption of Policy. The city council hereby adopts the General Fund Balance Policy, attached hereto as *Exhibit A*.

Section 2. Implementation. This Mayor or Mayor's designees are authorized and directed to implement and administer the policy, including preparation of forecasts, compliance reporting, and recommendations for corrective action when necessary.

Section 3. Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this Resolution is declared invalid or unconstitutional for any reason such decision shall not affect the validity of the remaining portions of this Resolution.

Section 4. Effective Date. This Resolution shall take effect immediately upon its passage.

PASSED BY THE CLE ELUM CITY COUNCIL AT A REGULAR MEETING
THEREOF ON THE 12TH DAY OF MAY 2026.

CITY OF CLE ELUM

Matthew Lundh, Mayor

ATTEST/AUTHENTICATED:

Debbie Lee, City Clerk

Filed with the City Clerk:
Passed by the City Council:
Resolution No.: 2026-017



CITY OF CLE ELUM

General Fund Balance Policy

1 SCOPE

- 1.1 The Fund Balance policy addresses the accumulated net of revenues and expenses of the General Fund (*BARS FUND 001*). It identifies the types of fund balances, establishes minimum and maximum balances, and assigns responsibility for reporting and corrective measures.

2 PURPOSE / BACKGROUND

- 2.1 To maintain adequate reserves for cash flow, emergencies, revenue shortfalls, and financial stability, Government Finance Officers Association (GFOA) provides guidance to local governments, including best practices for general fund balance recommendations for a formal policy.
- 2.2 This policy is intended to help the City:
 - Maintain stable municipal operations during economic fluctuations
 - Respond to emergencies or unforeseen events
 - Provide resources for strategic opportunities and capital needs
- 2.3 The policy also identifies and assigns corrective measures when fund balances move beyond the established range.

3 DEFINITIONS

- 3.1 Appropriation: The legal authority to spend, established by City Council via formal adoption of budget, and limited to the period reflected in the budget (e.g. annual, calendar-year)
- 3.2 Budget: the document that formalizes annual appropriations; may also include work-plans, metrics and analysis.
- 3.3 Expense: the commitment of funds when incurred.
- 3.4 Fund: A distinct unit or subsidiary within the organization, with a complete set of self-balancing accounts.
- 3.5 Fund Balance: the accumulated net position of a governmental fund.
- 3.6 Fund Balance, Assigned (*BARS 308.51*): informal reflection of the governing body's intended use of the funds.
- 3.7 Fund Balance, Committed (*BARS 308.41*): restricted by the highest formal action of the governing body, remaining so until the commitment is formally removed.
- 3.8 Fund Balance, Restricted (*BARS 308.31*): legally restricted by law or enforceable agreement with an external party.
- 3.9 Fund Balance, Unassigned (*BARS 308.91*): available for any purpose; designation is limited to General Fund.

- 3.10 Revenue: the primary category of inflows of resources reported in governmental financial statements, which typically consist of taxes, fees, debt proceeds, and grants.
- 3.11 Transfer: Movement of balances between internal City funds; comprised of “in” and “out”, netting to zero.

4 POLICY

- 4.1 The City shall forecast and publish year-end general fund balances with each adopted and amended budget and shall express those balances in dollars and as a percentage of combined general fund expenses plus transfers-out.
- 4.2 The City’s adopted budgets shall be structured such that the combined General Fund assigned and unassigned ending balances stays between 25% and 35% of combined General Fund expenses and transfers-out but shall maintain an unassigned balance of not less than 20%. (approximately 2.4 months of operation costs).
- 4.3 The City’s amended budgets shall include forecasted year-end general fund balances as described in section 4.1. Whenever those forecasted balances are beyond the targets established in section 4.2, Council shall take corrective action not later than the next adopted budget.
- 4.4 In the event that the annual financial entails corrective entries that cause ending general fund balances to fall outside of targets established in section 4.2, Council shall take corrective action to return general fund balances to the established minimum-maximum range not later than the next adopted budget.

5 PROCEDURES

- 5.1 During annual budget development, the Mayor or Mayor’s designee shall create and monitor general fund balance calculations as articulated in section 4.1, and shall apprise Council and management in writing of draft-budget compliance with section 4.2 during each budget-development venue.
- 5.2 Each calendar quarter, the Finance Director shall provide written year-to-date budget-to-actual performance, revised year-end fund balance forecasts, and the status of compliance with the General Fund Balance Policy.

6 LIMITATIONS / APPROVALS / RESPONSIBILITIES

- 6.1 Fund Balance Policy applies to General Fund only.
- 6.2 The City Council has authority to commit fund balance and amend this policy.
- 6.2 The Finance Director is responsible for implementation, monitoring, and recommendations.

7 ADOPTION

- 7.1 This policy shall become effective upon adoption by resolution of the City Council.

**AGENDA STAFF
REPORT**

AGENDA DATE: May 12, 2026

ACTION REQUESTED: The City Council authorize the Mayor to Sign Task Order No. 2024-08 Amendment No. 1 – Zone 3 Booster Pump Improvements

BACKGROUND: The City of Cle Elum is currently constructing the Zone 3 Booster Pump Improvements Project at the regional Water Treatment Plant. The project includes installation of a third Zone 3 booster pump to improve system capacity, reliability, and redundancy for existing and future development within Zone 3, including the Bullfrog Flats Development.

Amendment No. 1 adds additional construction engineering services and extends the construction engineering duration by five additional working days, increasing the total construction engineering duration from ten (10) to fifteen (15) working days. The amendment increases the Task Order amount by \$33,300.00, bringing the total not-to-exceed amount for Task Order No. 2024-08 from \$105,600.00 to \$138,900.00.

All costs associated with this task order amendment are anticipated to be reimbursed by Blue Fern, LLC under the existing Agreement for Payment of Professional/Staff/Consultant Services.

RECOMMENDATION: Staff recommends that the City Council Authorize the Mayor to sign Amendment No. 1 to Task Order No. 2024-08 with HLA Engineering.

ATTACHMENTS: Task Order No. 2024-08 Amendment No. 1

LEAD STAFF: Mathew Bailey

AMENDMENT NO. 1

TASK ORDER NO. 2024-08

REGARDING GENERAL AGREEMENT BETWEEN CITY OF CLE ELUM

AND

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

PROJECT DESCRIPTION:

Zone 3 Booster Pump Improvements

HLA Project No. 24184

The City of Cle Elum would like to install a new Zone 3 booster pump to provide additional flow as required for future development in Zone 3, specifically as required for the Bullfrog Flats Development. This project will improve water system capacity and reliability by fortifying its pumping component and by providing redundancy. New Zone 3 booster pump construction will occur at the regional Water Treatment Plant (WTP). Two Zone 3 pumps are currently in place, and piping to connect the third final Zone 3 booster pump is already stubbed to the pump location.

Booster pump design and construction is anticipated to be funded by Blue Fern, LLC (developer). The estimated construction cost is anticipated to be approximately \$250,000, depending on material availability and programming requirements. All expenses associated with this Task Order No. 2024-08 will be reimbursed by Blue Fern, LLC under an Agreement for Payment of Professional/Staff/Consultant Services. Design is anticipated to be completed in spring 2025, followed by a public works bid process, and construction completion in summer 2025.

REASON FOR AMENDMENT NO. 1

Amendment No. 1 is due to additional construction engineering services required to address contractor delays, deficient submittals, and a nonconforming booster pump that did not meet the specified acceptance criteria. A larger coordination effort than anticipated with the Contractor and manufacturer was required to evaluate the pump deficiency and potential remedies, and it was ultimately determined that the pump cannot be corrected to meet the 1E acceptance criteria and will need to be replaced.

The corresponding fee in this Amendment is greater than a typical daily construction observation estimate because the added services were not limited to routine inspection and administration. The original construction engineering budget assumed typical administration, review of standard submittals, limited coordination, and normal contractor progress. Instead, HLA performed a substantially higher level of professional services associated with contractor-caused delay, deficient electrical and control submittals, and evaluation of a nonconforming booster pump that did not satisfy the specified acceptance criteria. These additional services, which were not part of our original scope and estimate, required senior-level construction coordination and review, coordination with multiple parties, repeated evaluation of corrective options, documentation of nonconforming work, review of acceptance testing implications, pump energy lifecycle analysis, and administration associated with replacement of the pump.

As a result, this amendment budget reflects both the added duration of working days and the greater effort required during those added working days, rather than a simple application of a standard daily construction engineering estimate. The fee coincides more closely with ten (10) additional working days, although only five (5) are added to the Time of Performance to align with the contractor's work schedule. This amendment is requested to cover the additional professional services required to address the nonconforming work and support completion of the Project.

SCOPE OF SERVICES:

Revisions to the Scope of Services due to Amendment No. 1 include the addition of the following:

3.0 Construction Engineering

- 3.26 Provide additional coordination, review, and documentation associated with delayed materials procurement and deficient electrical and control submittals.
- 3.27 Provide technical evaluation, coordination, and construction engineering support associated with nonconforming booster pump equipment, including coordination with the Contractor, manufacturer, and CITY regarding acceptance testing, corrective action evaluation, pump energy lifecycle calculations, and replacement of the pump.
- 3.28 Perform additional contract administration, meeting coordination, progress review, and documentation associated with extended construction duration and resolution of nonconforming work.

TIME OF PERFORMANCE:

The Time of Performance due to Amendment No. 1 includes deleting 3.0 Construction Engineering in its entirety and replacing it with the following:

3.0 Construction Engineering

- 3.1 Construction engineering services shall begin upon construction contract execution and extend through the completion of construction, and completion of record drawings.
- 3.2 There are five (5) additional working days added to the task order due to Amendment No. 1. This increases the total amount of working days from ten (10) to fifteen (15) for the construction of the improvements, utilizing a standard 40-hour work week.
- 3.3 Should the Contractor be granted time extensions for construction completion due to recognized delays, requested additional work, and/or change orders, services during construction beyond fifteen (15) working days shall be considered additional services until another Amendment to Task Order No. 2024-08 is executed.

FEE FOR SERVICES:

The Fee for Services included in Amendment No. 1 is \$33,300.00. This increases the total not to exceed amount for Task Order No. 2024-08 to \$138,900.00 (Original amount of \$105,600.00 plus \$33,300.00 for Amendment No. 1).

Amendment No. 1 replaces 3.0 Construction Engineering in its entirety with the following:

3.0 Construction Engineering

All work for Construction Engineering services shall be performed on a time-spent basis at the current hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses for the estimated fee of \$63,800.00 (Original amount of \$30,500.00 plus \$33,300.00 for Amendment No. 1).

Signatures are on the following page.

Proposed:



HLA Engineering and Land Surveying, Inc.
Michael R. Heit, PE, Vice President

04/08/2026

Date

Approved:

City of Cle Elum
Matthew Lundh, Mayor

Date



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Active Registration

HLA ENGINEERING AND LAND SURVEYING INC

Unique Entity ID

SDZDPKCU1NM8

CAGE/NCAGE

36NF7

Expiration Date

Nov 25, 2026

Physical Address

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

Mailing Address

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

Purpose of Registration

Federal Assistance Awards Only

Version

Current Record

BUSINESS INFORMATION

Doing Business As

(blank)

Division Name

Hla Engineering And Land Surveying, Inc.

Congressional District

Washington 04

URL

www.hlacivil.com

Division Number

(blank)

State/Country of Incorporation

Washington, United States

Registration Dates

Activation Date

Nov 27, 2025

Submission Date

Nov 25, 2025

Initial Registration Date

Feb 21, 2005

Owner

Immediate Owner

CAGE

(blank)

Legal Business Name

(blank)

Entity Dates

Entity Start Date

Feb 1, 1984

Fiscal Year End Close Date

Dec 31

Highest Level Owner	(blank) (blank)
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Executive Compensation

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

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

No

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

Not Selected

SAM SEARCH AUTHORIZATION

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

☒ Yes

ENTITY TYPES

Business Types

Entity Structure	Corporate Entity (Not Tax Exempt)
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Socio-Economic Types

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

Entity Type	Business or Organization
Profit Structure	For Profit Organization
Organization Factors	Subchapter S Corporation

Small Business Search if the entity completed the SBA supplemental pages during registration.

FINANCIAL INFORMATION

Payments

Accepts Credit Card Payments
No

Debt Subject To Offset 
No

ACCOUNT DETAILS

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

Electronic Funds Transfer

Account Type	Checking
Account Number	*****74
Routing Number	*****74
Lockbox	(blank)

Automated Clearing House

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

Remittance Address

HLA Engineering and Land Surveying Inc

4/6/26, 11:56 AM

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Number		2803 River Road
		Yakima, Washington 98902-6389
Financial Institution	KEY BANK	United States

TAXPAYER INFORMATION

Taxpayer Name	Name/Title of Individual
HLA Engineering and Land Surveying Inc	Executing Consent
	President
Address	Signature
2803 River RD	Michael T Battle
Yakima, WA 98902-1166	
United States	EIN
	*****7188
Type of Tax	
Applicable Federal Tax	
Tax Year (Most Recent Tax Year)	
2024	
TIN Consent Date	
Nov 25, 2025	

POINTS OF CONTACT

Accounts Receivable POC

Primary Point of Contact		
Krystal R Backes, Billing Manager		
Email	Phone	Fax
kbackes@hlacivil.com	509 966-7000	5099653800

Electronic Business

Primary Point of Contact

Lisa R Adams, Controller

Email

ladams@hlacivil.
com

Phone

509 966-7000

Fax

5099653800

Address

2803 River Road
Yakima, Washington 98902-6389
United States

Alternate Point of Contact

Kelly L Hedrick, HR Manager

Email

khedrick@hlacivil.co
m

Phone

509 966-7000

Fax

5099653800

Address

2803 River Road
Yakima, Washington
98902
United States

Government Business

Primary Point of Contact

Benjamin A Annen, President

Email

bannen@hlacivil
.com

Phone

509 966-7000

Fax

5099653800

Address

2803 River Road
Yakima, Washington 98902-6389
United States

Alternate Point of Contact

Lisa R Adams, Controller

4/6/26, 11:56 AM

SAM.gov

Email ladams@hlacivil.com	Phone 509 966-7000	Fax 5099653800	Address 2803 River Road Yakima, Washington 98902 United States
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HLA ENGINEERING AND
LAND SURVEYING INC

Active Registration

Unique Entity ID

CAGE/NCAGE

SDZDPKCU1NM8 36NF7

Expiration Date

Nov 25, 2026

Physical Address

2803 River RD

Mailing Address

2803 River RD
Yakima, Washington

4/6/26, 11:57 AM

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Yakima, Washington

98902-1166, United States

Purpose of Registration

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Version

Current Record

98902-1166, United States

ASSERTIONS

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

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98902-1166, United States

Purpose of Registration

Federal Assistance Awards Only

Version

Current Record

EXCLUSIONS



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

Active Exclusions

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

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Responsibility And Qualification



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SDZDPKCU1NM8 36NF7

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

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

Purpose of Registration

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EXCLUSIONS

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Active Exclusions

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

PROCEEDINGS

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

OTHER RESPONSIBILITY & INTEGRITY INFORMATION

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

CORPORATE RELATIONSHIPS

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

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

Company Name:

WA UBI Number:

License Number:

Principal:

RCW:

From: To:

Penalty Due:

Wage Due:

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Showing 0 records

FirstPreviousNextLast

Company Name

UBI

License

Principals

Related Business

Status

RCW

Debar Begins

Debar Ends

Penalty Due

Wages Due

There are no records that match your search criteria.

Show per page

Showing 0 records

FirstPreviousNextLast

**AGENDA STAFF
REPORT**

AGENDA DATE: May 12, 2026

ACTION REQUESTED: The City Council authorize the Mayor to Sign Amendment No. 1 to Task Order No. 2025-03 – Alleyway Sewer Main Improvements

BACKGROUND: The City of Cle Elum entered into Task Order No. 2025-03 with HLA Engineering and Land Surveying, Inc. to provide engineering services for the Alleyway Sewer Main Improvements Project. The project includes rehabilitation of sanitary sewer collection pipeline, installation of a new sanitary sewer manhole, and related repairs intended to reduce infiltration and inflow and preserve the integrity of the City's sewer system.

During construction, differing field conditions were encountered that required portions of the originally planned cured-in-place pipe (CIPP) rehabilitation work to be changed to open-cut pipe replacement. Several sewer segments could not be fully verified during design due to existing pipe blockages and were later determined in the field to be unsuitable for lining.

As a result, additional engineering support and construction administration services were necessary to evaluate field conditions, coordinate revised construction methods, review restoration impacts, document revised quantities, and support change order and force account activities.

Amendment No. 1 provides for additional construction engineering and administration services associated with the revised scope of work encountered during construction.

The amendment increases the construction engineering duration from twelve (12) working days to fifteen (15) working days. Amendment No. 1 increases the contract amount by \$15,000.00.

RECOMMENDATION: Staff recommends that the City Council Authorize the Mayor to execute Amendment No. 1 to Task Order No. 2025-03 with HLA Engineering

ATTACHMENTS: Task Order No. 2025-03 Amendment No. 1

LEAD STAFF: Mathew Bailey

AMENDMENT NO. 1

TASK ORDER NO. 2025-03

REGARDING GENERAL AGREEMENT BETWEEN CITY OF CLE ELUM

AND

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

PROJECT DESCRIPTION:

Alleyway Sewer Main Improvements **HLA Project No. 25100**

The City of Cle Elum (CITY) desires to rehabilitate approximately 1,630 linear feet (LF) of sanitary sewer collection pipeline, install a new sanitary sewer manhole, and make spot repairs necessary to properly maintain and operate the existing sewer mains, with an emphasis on reducing infiltration and inflow, and preserving system integrity. These improvements are being paid for with Local funds. Rehabilitation pipeline segment locations include the following:

1. Alleyway between Pennsylvania Ave and Wright Ave., and between E. 1st St. and E. Railroad St. (approximately 680 LF).
2. Alleyway between N. Oakes Ave. and N. Harris Ave., and between 3rd St. and 2nd St. (approximately 950 LF).

REASON FOR AMENDMENT NO. 1

Amendment No. 1 is due to differing field conditions encountered during construction that changed portions of the work from anticipated CIPP rehabilitation to open-cut pipe replacement. Several locations could not be fully verified during design due to pipe blockages and were determined in the field to be unsuitable for lining. This required a significantly greater level of construction engineering effort than a typical construction day, including field evaluation of unsuitable sewer segments, coordination of revised rehabilitation and replacement methods, review of changed work and restoration impacts, documentation of revised quantities, progress payment review, and force account support.

Accordingly, the Amendment amount reflects the elevated level of effort required to administer and document the revised work in the field. The fee coincides more closely with five (5) additional working days, although only three (3) are added to the Time of Performance to align with the contractor's work schedule. This amendment is requested to cover the additional professional services required to support completion of the revised work.

SCOPE OF SERVICES:

Revisions to the Scope of Services due to Amendment No. 1 include the addition of the following:

3.0 Construction Engineering

- 3.29 Provide additional coordination and construction engineering support associated with differing field conditions encountered during construction, including evaluation of sewer segments found to be unsuitable for CIPP rehabilitation and coordination of revised rehabilitation or replacement approaches.
- 3.30 Provide additional construction administration, field review, and documentation associated with pipe replacement work performed in lieu of anticipated CIPP rehabilitation, including review of changed work, restoration impacts, and associated contract modifications.

- 3.31 Perform additional quantity tracking, progress payment review, and change order or force account support associated with revised construction quantities and added replacement work.

TIME OF PERFORMANCE:

The Time of Performance due to Amendment No. 1 includes replacing 3.0 Construction Engineering in its entirety with the following:

3.0 Construction Engineering

- 3.1 Following Council award authorization, prepare notice of award to the Contractor, assemble construction contract documents, and coordinate contract execution with the CITY and Contractor.
- 3.2 There are three (3) additional working days added to the task order due to Amendment No. 1. This increases the total amount of working days from twelve (12) to fifteen (15) for the construction of the improvements, utilizing a standard 40-hour work week.
- 3.3 Should the Contractor be granted time extensions for construction completion due to recognized delays, requested additional work, and/or change orders, services during construction beyond fifteen (15) working days shall be considered additional services until another Amendment to Task Order No. 2025-03 is executed.

FEE FOR SERVICES:

The Fee for Services included in Amendment No. 1 is \$15,000.00. This increases the total not to exceed amount for Task Order No. 2025-03 to \$84,800.00 (Original amount of \$69,800.00 plus \$15,000.00 for Amendment No. 1).

Amendment No. 1 replaces 3.0 Construction Engineering in its entirety with the following.

3.0 Construction Engineering

All work for Construction Engineering services shall be performed on a time-spent basis at the current hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses for the estimated fee of \$49,900.00 (Original amount of \$34,900.00 plus \$15,000.00 for Amendment No. 1).

Proposed:



HLA Engineering and Land Surveying, Inc.
Michael R. Heit, PE, Vice President

04/08/2026

Date

Approved:

City of Cle Elum
Matthew Lundh, Mayor

Date



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Active Registration

HLA ENGINEERING AND LAND SURVEYING INC

Unique Entity ID
SDZDPKCU1NM8

CAGE/NCAGE
36NF7

Expiration Date
Nov 25, 2026

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

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

Purpose of Registration
Federal Assistance Awards Only

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Current Record

BUSINESS INFORMATION

Doing Business As
(blank)

Division Name
Hla Engineering And Land Surveying, Inc.

Congressional District
Washington 04

URL
www.hlacivil.com

Division Number
(blank)

State/Country of Incorporation
Washington, United States

Registration Dates

Activation Date
Nov 27, 2025

Submission Date
Nov 25, 2025

Initial Registration Date
Feb 21, 2005

Owner

CAGE

Legal Business Name

Immediate Owner

(blank)

(blank)

Entity Dates

Entity Start Date
Feb 1, 1984

Fiscal Year End Close Date
Dec 31

Highest Level Owner	(blank) (blank)
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Executive Compensation

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

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

No

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

Not Selected

SAM SEARCH AUTHORIZATION

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

☒ Yes

ENTITY TYPES

Business Types

Entity Structure	Corporate Entity (Not Tax Exempt)
------------------	-----------------------------------

Socio-Economic Types

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

Entity Type	Business or Organization
Profit Structure	For Profit Organization
Organization Factors	Subchapter S Corporation

Small Business Search if the entity completed the SBA supplemental pages during registration.

FINANCIAL INFORMATION

Payments

Accepts Credit Card Payments
No

Debt Subject To Offset 
No

ACCOUNT DETAILS

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

Electronic Funds Transfer

Account Type	Checking
Account Number	*****74
Routing Number	*****74
Lockbox	(blank)

Automated Clearing House

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

Remittance Address

HLA Engineering and Land Surveying Inc

4/6/26, 11:56 AM

SAM.gov

Number		2803 River Road
		Yakima, Washington 98902-6389
Financial Institution	KEY BANK	United States

TAXPAYER INFORMATION

Taxpayer Name	Name/Title of Individual
HLA Engineering and Land Surveying Inc	Executing Consent
	President
Address	Signature
2803 River RD	Michael T Battle
Yakima, WA 98902-1166	
United States	EIN
	*****7188
Type of Tax	
Applicable Federal Tax	
Tax Year (Most Recent Tax Year)	
2024	
TIN Consent Date	
Nov 25, 2025	

POINTS OF CONTACT

Accounts Receivable POC

Primary Point of Contact		
Krystal R Backes, Billing Manager		
Email	Phone	Fax
kbackes@hlacivil.com	509 966-7000	5099653800

Electronic Business

Primary Point of Contact

Lisa R Adams, Controller

Email

ladams@hlacivil.
com

Phone

509 966-7000

Fax

5099653800

Address

2803 River Road
Yakima, Washington 98902-6389
United States

Alternate Point of Contact

Kelly L Hedrick, HR Manager

Email

khedrick@hlacivil.co
m

Phone

509 966-7000

Fax

5099653800

Address

2803 River Road
Yakima, Washington
98902
United States

Government Business

Primary Point of Contact

Benjamin A Annen, President

Email

bannen@hlacivil
.com

Phone

509 966-7000

Fax

5099653800

Address

2803 River Road
Yakima, Washington 98902-6389
United States

Alternate Point of Contact

Lisa R Adams, Controller

4/6/26, 11:56 AM

SAM.gov

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

Active Registration

Unique Entity ID

CAGE/NCAGE

SDZDPKCU1NM8 36NF7

Expiration Date

Nov 25, 2026

Physical Address

2803 River RD

Mailing Address

2803 River RD

Yakima, Washington

Yakima, Washington
98902-1166, United States

98902-1166, United States

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ASSERTIONS

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

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Federal Assistance Awards Only

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EXCLUSIONS



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

Active Exclusions

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

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Responsibility And Qualification



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HLA ENGINEERING AND
LAND SURVEYING INC

Active Registration

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SDZDPKCU1NM8 36NF7

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Active Exclusions

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PROCEEDINGS

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

OTHER RESPONSIBILITY & INTEGRITY INFORMATION

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

CORPORATE RELATIONSHIPS

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

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Debarred Contractors List

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

Company Name: HLA Engineering and land S

WA UBI Number:

License Number:

Principal:

RCW: All

From: 03/01/2026 To: 03/31/2026

Penalty Due:

Wage Due:

[Download all debarment data](#)

Show 25 per page

Showing 0 records

FirstPreviousNextLast

Company Name

UBI

License

Principals

Related Business

Status

RCW

Debar Begins

Debar Ends

Penalty Due

Wages Due

There are no records that match your search criteria.

Show 25 per page

Showing 0 records

FirstPreviousNextLast