

ORDINANCE NO. 4949

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, RELATING TO TITLE 4 "PUBLIC WORKS" AND AMENDING SECTION 4.05.050 OF THE ELLENSBURG CITY CODE.

WHEREAS, City staff is requesting an update to the Complete Streets Design Criteria to include a reference to the National Association of City Transportation Officials (NACTO) Urban Bikeway Design Guide as recommended by the League of American Bicyclists; and

WHEREAS, City staff is also updating the listed design criteria to reflect the City's Non-Motorized Transportation Plan being updated with the Council's acceptance of the City's Active Transportation Plan in 2020;

NOW, THEREFORE, the City Council of the City of Ellensburg, Washington do hereby ordain as follows:

**Section 1. Section 4.05.050 of the Ellensburg City Code, as last amended by Section 3 of Ordinance 4804, is hereby amended to read as follows:**

**4.05.050 - Design criteria.**

The city, through its public works and utilities department, shall maintain design criteria, standards and guidelines based upon recognized best practices in street design, construction and operation as identified in the most recent version of the following:

- A. Public works development standards (as adopted by reference in chapter 4.04 ECC);
- B. Public works construction code (this title);
- C. Land development code (ECC title 15);
- D. The city's ~~nonmotorized transportation improvement plan~~ Active Transportation Plan;

E. National Association of City Transportation Officials (NACTO) Urban Bikeway Design Guide;

- ~~EF.~~ The city's truck route map;
- ~~FG.~~ The city's transit map;
- ~~GH.~~ The city's comprehensive plan;
- ~~HI.~~ Ellensburg school district school walk route maps; and
- ~~IJ.~~ Other design resources include, but are not limited to:

1. Washington State Department of Transportation Design Manual;
2. American Association of State Highway Transportation Officials (AASHTO) Policy on Geometric Design of Highways and Streets; and
3. The Manual on Uniform Traffic Control Devices (MUTCD).

(Ord. 4804 § 3, 2018; Ord. 4744 § 1, 2016)

**Section 2. Severability.** If any portion of this ordinance is declared invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect the validity of the remaining portion(s) of this ordinance.

**Section 3. Corrections.** Upon the approval of the City Attorney, the City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

**Section 4. Effective Date.** This ordinance shall take effect and be in force five (5) days after its passage, approval and publication.

The foregoing ordinance was passed and adopted at a regular meeting of the City Council on the 2nd day of December, 2024.

ATTEST:

  
\_\_\_\_\_  
MAYOR

  
\_\_\_\_\_  
CITY CLERK

Approved as to form:

  
\_\_\_\_\_  
CITY ATTORNEY

Publish: 12-5-24

I, Beth Leader, City Clerk of said City, do hereby certify that Ordinance No. 4949 is a true and correct copy of said Ordinance of like number as the same was passed by said Council, and that Ordinance No. 4949 was published as required by law.

  
\_\_\_\_\_  
BETH LEADER

Department/Division	Fund	2025 Expenditures & Transfers-Out	2026 Expenditures & Transfers-Out
<b>Administration</b>			
<b>Budgeted</b>			
DEI Commission Continued Funding	011	\$ 10,000	\$ 10,000
Legislative Professional Services	011	5,000	7,000
Parks & Rec Sustainable Funding Professional Services	013	40,000	-
Consultant for ADA Web	013	30,000	-
Communications-Smart TVs	013	4,100	
Training for staff	013	4,400	4,400
Indigent Defense Cost - Kittitas County	013	75,000	75,000
Web Accessibility Professional Services	013	30,000	
Reclass HR Assist to HR Specialist	014	2,070	5,450
City Attorney Position (reclassify after retirement)	013	(37,902)	(30,513)
Contracts & Purchasing Manager	012	148,172	153,358
Cybersecurity System Enhancements	550	24,000	12,000
Software Roadmap Implementation/ERP System	550, 555	500,000	500,000
CCA Funding - State Decarbonization Grant	011	750,000	
<b>Budgeted Total</b>		<b>\$ 1,584,840</b>	<b>\$ 736,695</b>
<b>Not Budgeted</b>			
Assistant City Manager- partial 2025	013	174,091	227,763
<b>Police Department</b>			
<b>Budgeted</b>			
AED - in police vehicles	016	8,155	8,563
2025 Vehicle Replacement	016	26,220	26,220
2026 Police Vehicle Replacement	016		29,904
Detective Car	016		11,016
Taser Replacement	130		39,000
Flock Cameras (pre council approved)		39,000	
Drone Equipment	130	13,700	2,500
Speed Sign Budget Request	130	4,500	
2026 Body Worn Camera (BWC) Replacements	130		53,000
<b>Budgeted Total</b>		<b>\$ 91,575</b>	<b>\$ 170,203</b>
<b>Community Development</b>			
<b>Budgeted</b>			
Commerce Grants for Comp Plan and Climate Chapter	017	137,500	121,875
<b>Budgeted Total</b>		<b>\$ 137,500</b>	<b>\$ 121,875</b>
<b>Not Budgeted</b>			
FT Code Enforcement Officer	017	106,500	105,000
<b>Public Works Admin/Engineering</b>			
<b>Budgeted</b>			
PW Director Reclassification/Reorganization	019	-	-
Engineering Tech I reclassified to Tech II	019	11,933	12,435
GPS/ Survey Equipment	019	25,000	15,000
<b>Budgeted Total</b>		<b>\$ 36,933</b>	<b>\$ 27,435</b>
<b>Parks &amp; Recreation</b>			

Note: Other cost increase drivers include bargained wages and mandated increases for retirement contributions.

Department/Division	Fund	2025 Expenditures & Transfers-Out	2026 Expenditures & Transfers-Out
<b>Budgeted</b>			
ALTC Grant Nurse//decreased budget for this item	022	8,000	8,000
PERS Eligibility for Rec Aide IV's	022	32,557	33,697
Van Rental for Adult Activity Center		4,160	4,160
Tread Step System replaces failing stair system	022		7,500
Fitness Equipment-2yr replacement plan	022	5,000	5,000
Pool Lift for Accessibility	022	4,500	
Duraform Diving Board	022	7,700	
Park Plan Update	370	100,000	
Mt. View Park Tennis Court Project	160	302,800	
Reduced Pool Hours - Personnel Costs	022	(25,000)	
West Ellensburg Park Playground	160	125,000	
Parks Maintenance UTV with Equip	531	33,000	
<b>Budgeted Total</b>		<b>\$ 597,717</b>	<b>\$ 58,357</b>
<b>Not Budgeted</b>			
Van Replacement	531		120,000
Park Maint Techs (1 in 2025 & second position in 2026)	022	107,647	107,647
Park Maint Techs (1 in 2025 & second position in 2026)	022		107,647
Aquatic Manager Request	022	73,175	75,251
Reed Park Phase I Development	370		433,900
Fitness Equipment-2yr replacement plan	022	13,000	13,000
Duraform 1m Diving Board Tower	022	26,000	
<b>Library Department</b>			
<b>Budgeted</b>			
Youth Assistant-Summer hours .03 FTE reading program	023	1,186	1,186
Cooling/Warming Center Staff Hours	023	1,000	1,000
Collection Development - Digital Items	023	2,000	2,000
Collection Development - Physical Items	023	2,000	2,000
<b>Budgeted Total</b>		<b>\$ 6,186</b>	<b>\$ 6,186</b>
<b>Street</b>			
City Planted Tree Annual Maintenance	120	30,000	30,000
		<b>\$ 30,000</b>	<b>\$ 30,000</b>
<b>Not Budgeted</b>			
Chip Seal Program - Reduced by 2 days	120	(150,000)	
<b>Arterial Street</b>			
<b>Budgeted</b>			
3rd Avenue Sidewalk and Paving	123		450,000
Bridge Inspections	123	5,000	5,000
Capital Project contingency	123	260,000	225,000
Dolarway Substation Frontage Improvements	123	30,000	400,000
Gateway II	123	515,000	5,125,000
Helena Avenue Improvements (Design)	123	200,000	100,000
On-Call Traffic Analysis	123	200,000	100,000
Replacement Switches for all Traffic Signals	123	115,000	
Signal Optimization	123	25,000	25,000
Water Street Overlay	123	3,526,000	
<b>Budgeted Total</b>		<b>\$ 4,876,000</b>	<b>0 \$ 6,430,000</b>
<b>Not Budgeted</b>			
7th Avenue Slurry Seal	123		450,000
<b>Traffic Impact</b>			

Note: Other cost increase drivers include bargained wages and mandated increases for retirement contributions.

Department/Division	Fund	2025 Expenditures & Transfers-Out	2026 Expenditures & Transfers-Out
<b>Budgeted</b>			
Capital Project Contingency	125	50,000	50,000
<b>Budgeted Total</b>		<b>\$ 50,000</b>	<b>\$ 75,000</b>
<b>Transit</b>			
<b>Budgeted</b>			
Water Street ADA and Bus Stop Improvements	127	476,000	
<b>Budgeted Total</b>		<b>\$ 476,000</b>	<b>\$ -</b>
<b>Lodging Tax Fund</b>			
<b>Budgeted</b>			
LTAC Administration (Arts& Econ. Dev. Manager)	165	15,000	15,000
Visitor Center/Concierge at Unity Park	165	75,000	75,000
<b>Budgeted Total</b>		<b>\$ 90,000</b>	<b>\$ 75,000</b>
<b>Not Budgeted</b>			
Downtown Furniture Replacement	165	30,000	30,000
<b>Housing &amp; Related Services</b>			
<b>Budgeted</b>			
CHIP Grant related activity (pass thru grant)	172	497,370	60,270
<b>Budgeted Total</b>		<b>\$ 497,370</b>	<b>\$ 60,270</b>
<b>Fieldhouse Development</b>			
<b>Budgeted</b>			
Design & Build Contract	325	423,381	
<b>Budgeted Total</b>		<b>\$ 423,381</b>	
<b>Sidewalk</b>			
<b>Budgeted</b>			
Capital Project Contingency	366	160,000	160,000
<b>Budgeted Total</b>		<b>\$ 160,000</b>	<b>\$ 160,000</b>
<b>Stormwater Utility</b>			
<b>Budgeted</b>			
	431,		
Water Resource Manager - reclassify Stormwater Manage	481, 491	0	-
Water/Storm Program Coordinator	431	97,910	103,638
Annual Stormwater Improvements	431		75,000
Reecer Creek Levee Construction	431	1,238,363	
Tree Maintenance shared fund expense	431	10,000	10,000
<b>Budgeted Total</b>		<b>\$ 1,346,273</b>	<b>\$ 188,638</b>
<b>Telecommunications Utility</b>			
<b>Budgeted</b>			
Telecom Business/Project Manger	451	177,588	184,444
<b>Budgeted Total</b>		<b>\$ 177,588</b>	<b>\$ 184,444</b>

Note: Other cost increase drivers include bargained wages and mandated increases for retirement contributions.

Department/Division	Fund	2025 Expenditures & Transfers-Out	2026 Expenditures & Transfers-Out
<b>Natural Gas Utility</b>			
<b>Budgeted</b>			
Gas Operations Supervisor-position reclassified from Assistant Utilities Director		98,837	102,378
Advanced Metering Infrastructure (AMI)	461	1,000,000	1,000,000
Gas Emission Mitigation Equipment	461	80,000	
Gas Tap Station Safety Improvements PH 1	461	120,000	
Davit Lift System	461	7,500	-
<b>Budgeted Total</b>		<b>\$ 1,306,337</b>	<b>\$ 1,102,378</b>
<b>Not Budgeted</b>			
Engineering Tech II	461	107,200	110,952
<b>Electric Utility</b>			
<b>Budgeted</b>			
Energy Systems Director - Re-organization	451, 461, 471	256,932	266,455
Light- Summer Intern	471	13,017	13,449
AMI Conversion	471	1,490,000	1,000,000
Berry Rd Reconductor	471		400,000
Canyon Rd I-90 Cross	471		500,000
D1 Dolarway Substation Improvement	471	3,250,000	5,000,000
Gateway 2	471	750,000	
Mt View Reconductor	471	750,000	
SR97- HWY 10 Loop	471	300,000	
<b>Budgeted Total</b>		<b>\$ 6,809,949</b>	<b>\$ 7,179,904</b>
<b>Water Utility</b>			
<b>Budgeted</b>			
Plant Maintenance Technician	481	112,866	116,716
24" Main Valve Replacement	481	20,000	20,000
Annual Water Main Replacement	481	300,000	300,000
ASR Feasibility Study	481	100,000	
Craigs Hill Seismic Study	481	50,000	
Well Property Acquisition and Design/Permitting	481	750,000	
Memorial Park Water Main Relocation	481	65,000	
Mt. Stuart Well Rehabilitation	481	150,000	
Permanent Backup Generator	481		500,000
Reservoir Property Acquisition	481	750,000	
Park Irrigation Design	481	100,000	
Seattle Ave Water Main	481	400,000	
Telemetry Upgrades	481	50,000	50,000
Water Distribution Main Extensions	481	50,000	50,000
Water Distribution Main Oversizing	481	50,000	50,000
Well Pump and Motor Inspection and Repair	481	150,000	150,000
Well Siting Study/Property Acquisition/Design/Permitting	481	200,000	
Meter Replacement and Advanced Metering Infrastructure	481	100,000	500,000
<b>Budgeted Total</b>		<b>\$ 3,285,000</b>	<b>\$ 1,620,000</b>
<b>Not Budgeted</b>			
PW Engineer - 50% Water/ 50% WwTP	481/491	82,497	85,384

Note: Other cost increase drivers include bargained wages and mandated increases for retirement contributions.

Department/Division	Fund	2025 Expenditures & Transfers-Out	2026 Expenditures & Transfers-Out
<b>Wastewater Utility</b>			
Additional Aerator in Each Basin	491	40,000	1,000,000
Anderson Road Sewer (Phase II)	491	2,900,000	
Cured in Place Sewer Rehab	491		400,000
New Clarifier Design--Procurement	491	2,000,000	2,000,000
RAS Building Improvements	491	800,000	
Sewer Main Extensions	491	50,000	50,000
Sewer Main Oversizing	491	50,000	50,000
Wenas St. Sewer Extension	491	500,000	2,500,000
WWTR Methane Recapture	491	8,000	192,000
<b>Budgeted Total</b>		<b>\$ 6,348,000</b>	<b>\$ 6,192,000</b>
<b>Not Budgeted</b>			
PW Engineer - 50% Water/ 50% WwTP	481/491	82,497	85,384
<b>Shop Facilities &amp; Warehouse</b>			
<b>Budgeted</b>			
Facilities & Fleet Manager - 50% Shop/ 50% Gen			
Facilities-reclassified from Shop & Warehouse Manager	531, 535	-	-
Shop Capital Equip Purchase/replace	531	544,000	645,000
Central Service Facility Rental Charges	531	85,000	85,000
Warehouse Service Charges	531	220,000	220,000
Warehouse Person	531	114,279	117,376
<b>Budgeted Total</b>		<b>\$ 963,279</b>	<b>\$ 1,067,376</b>
<b>General Facilities Fund</b>			
<b>Budgeted</b>			
Facilities & Fleet Manager - 50% Shop/ 50% Gen			
Facilities- reclassified from Shop & Warehouse Manager	531, 535	-	-
Library HVAC Replacement (Partial)	340	852,705	-
<b>Not Budgeted</b>			
City Hall Remodel	535	1,820,000	
Library HVAC Replacement (Partial)	535	447,295	
City Hall Boilers and Chillers Replacement	535	150,000	200,000
<b>Budgeted Total</b>		<b>\$ 2,417,295</b>	<b>\$ 200,000</b>
<b>Information Technology (IT)</b>			
<b>Budgeted</b>			
IT Intern	550	6,004	6,004
Network/Security Manager - Reclassified	550	-	-
Firewall, Log Analyzer, and Vulnerability Scanner	550		44,500
Privilege Access Management Software	550	26,392	12,000
Identity Access Management Software	550	8,030	3,540
Automated Patch Management Software	550	9,100	9,100
Expand Log Analyzer Software	550	1,623	1,623
<b>Budgeted Total</b>		<b>\$ 51,149</b>	<b>\$ 76,767</b>
<b>Not Budgeted</b>			
Bamboo HR Software	550	27,466	46,923

Note: Other cost increase drivers include bargained wages and mandated increases for retirement contributions.