

ORDINANCE NO. 4950

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, ADOPTING THE 2025-2026 BIENNIAL BUDGET FOR THE CITY OF ELLENSBURG, WASHINGTON.

WHEREAS, State law, Chapter 35A.34 RCW, provides the legislative body of any code city the authority by ordinance to elect to have a two-year fiscal biennium budget in lieu of an annual budget; and

WHEREAS, Ordinance No. 4592 adopted by the City of Ellensburg on May 16, 2011 established the two-year fiscal biennium budget beginning January 1, 2013 and requires thereafter that a two-year fiscal biennial budget be prepared, considered and adopted under the provisions of Chapter 35A.34 RCW; and

WHEREAS, a workshop to discuss and review the general fund revenue estimates for 2025 was held with City Council at its October 7, 2024 meeting for the purpose of providing information to the public regarding the revenue estimates to be included in the proposed budget; and

WHEREAS, a public hearing on the general fund revenue estimates for 2025 was advertised and held at the November 4, 2024 Ellensburg City Council meeting for the purpose of providing information to the public regarding the revenue estimates to be included in the proposed budget and at which hearing all taxpayers were heard who appeared for or against; and

WHEREAS, a public hearing on the preliminary biennial budget for the two-year fiscal biennium 2025-2026 was advertised and held at the November 4, 2024 Ellensburg City Council meeting for the purpose of providing information to the public regarding the estimates and programs contained in the proposed budget and at which hearing all taxpayers were heard who appeared for or against any part of said budget; and

WHEREAS, a public hearing on the proposed biennial budget for the two-year fiscal biennium 2025-2026 was advertised and held at the November 18, 2024 Ellensburg City Council meeting for the purpose of providing information to the public regarding the estimates and programs contained in the proposed budget and at which hearing all taxpayers were heard who appeared for or against any part of said budget, following which the City Council for the City of Ellensburg conducted first reading of Ordinance 4950; and

WHEREAS, the City Council met regarding the proposed budget on December 2, 2024 for the purpose of adopting a final budget for the two-year fiscal biennium 2025-2026, and at which meeting the City Council made such changes as it deemed necessary and proper, and at which time it conducted second reading and adoption of Ordinance 4950;

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

Section 1. 2025-2026 Biennial Budget Adoption. The 2025-2026 Biennial Budget for the City of Ellensburg for the period January 1, 2025 through December 31, 2026, as determined in Exhibits A, B, and C, is hereby adopted.


Section 2. Copies of the biennial budget to be filed. The City Clerk is directed to keep a complete copy of the final 2025-2026 biennial budget, as adopted, together with a copy of the adopting ordinance, on file in the City Clerk's office, and a copy shall be transmitted by the City Clerk to the Division of Municipal Corporations of the Office of the State Auditor and to the Association of Washington Cities as required by RCW 35A.34.120.

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

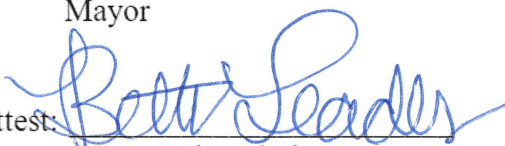
Section 4. Corrections. Upon the approval of the City Attorney, the City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 5. Effective Date. This ordinance, being an exercise of a power specifically delegated to the City legislative body, is not subject to referendum, and shall take effect January 1, 2025 after 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.



Mayor

Attest: 

City Clerk

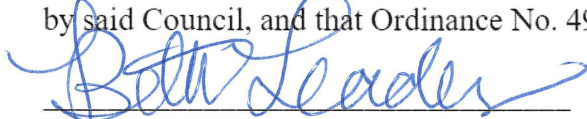
Approved as to form:



City Attorney

Publish: December 5, 2024

I, Beth Leader, City Clerk of said City, do hereby certify that Ordinance No. 4950 is a true and correct copy of said Ordinance of like number of said City as the same was passed by said Council, and that Ordinance No. 4950 was published as required by law.


BETH LEADER

Ordinance 4950 2025/2026 Biennial Budget

Exhibit A

City of Ellensburg

2025 Budget Table

	Budgeted Beg Fund Balance	2025 Revenues	2025 Expenditures	Budgeted Ending Fund Balance
General Fund	\$5,007,301	\$21,645,908	\$22,803,634	\$3,849,575
Managerial Funds of the General Fund				
Economic Development Investments Fund	630,412	-	-	630,412
Sales Tax Reserve Fund	1,204,416	6,383,912	7,056,734	531,594
Art Acquisition Fund	58,353	51,000	105,000	4,353
General Grants Fund (CARES/ARPA/CCA)	1,800,881	750,000	2,100,881	450,000
Library Trust Fund	378,188	7,500	8,974	376,714
Hal Holmes Trust Fund	180,193	4,500	1,472	183,221
Fire Relief & Pension Trust Fund	887,553	232,767	163,852	956,468
Managerial Funds of the General Fund	5,139,996	7,429,679	9,436,913	3,132,762
Special Revenue Funds				
Street Fund	985,982	2,658,227	3,112,899	531,310
Arterial Street Fund	4,052,400	4,484,871	5,767,464	2,769,807
Traffic Impact Fees Fund	644,964	389,387	117,750	916,601
Public Transit Fund	5,455,572	2,635,127	3,168,927	4,921,772
Criminal Justice Sales Tax Fund	2,404,314	2,051,226	2,055,166	2,400,374
Drug Fund	27,625	3,100	10,000	20,725
CATV Operations Fund	102,752	81,536	86,109	98,179
CATV Capital Fund	69,451	-	-	69,451
Parks Acquisition Fund	462,455	101,820	-	564,275
Lodging Tax Fund	1,634,549	687,000	550,966	1,770,583
Housing Fund	2,489,916	1,207,406	1,104,870	2,592,452
Total Special Revenue Funds	18,329,980	14,299,700	15,974,151	16,655,529
Debt Service Funds				
Facilities Improvement Debt Service Fund	361,381	562,327	563,326	360,382
2010 Maintenance Bond Debt Service Fund	86,815	186,403	186,403	86,815
LID Guaranty Fund	153,508	5,000	-	158,508
Total Debt Service Funds	601,704	753,730	749,729	605,705
Capital Project Funds				
Fieldhouse Development Fund	6,191,694	572,000	485,232	6,278,462
Capital Improvement Bond Projects Fund	348,384	500,000	848,384	-
General Capital Projects Fund	116,203	-	-	116,203
Sidewalk Fund (REET1)	511,529	376,000	343,000	544,529
Recreational Facilities Fund (REET 2)	563,082	313,431	100,000	776,513
Total Capital Project Funds	7,730,892	1,761,431	1,776,616	7,715,707
Enterprise Funds				
Stormwater Utility Fund	857,796	3,518,351	3,802,605	573,542
Telecommunications Utility Fund	479,857	410,324	542,203	347,978
Gas Utility Fund	2,486,112	15,122,537	14,858,245	2,750,404
Electric Utility Fund	11,977,278	22,634,757	29,224,730	5,387,305
Water Utility Fund	6,998,477	6,978,953	8,657,700	5,319,730
Sewer Utility Fund	6,343,772	8,266,225	10,192,243	4,417,754
Total Enterprise Funds	29,143,292	56,931,147	67,277,726	18,796,713
Internal Service Funds				
Shop & Warehouse Fund	9,833,559	3,806,562	3,140,993	10,499,128
General Facilities Fund	133,918	1,053,744	1,012,752	174,910
Health & Benefits Fund	1,086,219	10,000	1,096,219	-
Risk Management Fund	1,312,181	1,076,102	1,110,829	1,277,454
Information Technology Fund	1,248,914	2,914,571	2,732,003	1,431,482
Geographic Info. Systems Fund	745,542	349,127	538,095	556,574
Internal Service Funds	14,360,333	9,210,106	9,630,891	13,939,548
All Funds	\$80,313,498	\$112,031,701	\$127,649,660	\$64,695,539

City of Ellensburg

2026 Budget Table

	Budgeted Beg Fund Balance	2026 Revenues	2026 Expenditures	Budgeted Ending Fund Balance
General Fund	\$3,849,575	\$20,725,327	\$23,476,816	\$1,098,086
Managerial Funds of the General Fund				
Economic Development Investments Fund	630,412	-	-	630,412
Sales Tax Reserve Fund	531,594	6,475,071	6,506,164	500,501
Art Acquisition Fund	4,353	51,000	50,000	5,353
General Grants Fund (CARES/ARPA/CCA)	450,000	-	300,000	150,000
Library Trust Fund	376,714	7,500	8,983	375,231
Hal Holmes Trust Fund	183,221	4,000	1,546	185,675
Fire Relief & Pension Trust Fund	956,468	231,888	168,522	1,019,834
Managerial Funds of the General Fund	3,132,762	6,769,459	7,035,215	2,867,006
Special Revenue Funds				
Street Fund	531,310	2,857,106	3,310,869	77,547
Arterial Street Fund	2,769,807	6,807,651	8,090,557	1,486,901
Traffic Impact Fees Fund	916,601	389,387	867,750	438,238
Public Transit Fund	4,921,772	1,716,376	2,775,022	3,863,126
Criminal Justice Sales Tax Fund	2,400,374	2,070,984	2,141,069	2,330,289
Drug Fund	20,725	3,100	5,000	18,825
CATV Operations Fund	98,179	75,954	86,047	88,086
CATV Capital Fund	69,451	-	-	69,451
Parks Acquisition Fund	564,275	101,820	-	666,095
Lodging Tax Fund	1,770,583	687,000	625,975	1,831,608
Housing Fund	2,592,452	805,406	742,770	2,655,088
Total Special Revenue Funds	16,655,529	15,514,784	18,645,059	13,525,254
Debt Service Funds				
Facilities Improvement Debt Service Fund	360,382	562,327	563,326	359,383
2010 Maintenance Bond Debt Service Fund	86,815	186,403	186,403	86,815
LID Guaranty Fund	158,508	4,000	-	162,508
Total Debt Service Funds	605,705	752,730	749,729	608,706
Capital Project Funds				
Fieldhouse Development Fund	6,278,462	-	-	6,278,462
Capital Improvement Bond Projects Fund	-	-	-	-
General Capital Projects Fund	116,203	-	-	116,203
Sidewalk Fund (REET1)	544,529	376,000	343,000	577,529
Recreational Facilities Fund (REET 2)	776,513	313,431	-	1,089,944
Total Capital Project Funds	7,715,707	689,431	343,000	8,062,138
Enterprise Funds				
Stormwater Utility Fund	573,542	2,542,752	2,781,954	334,340
Telecommunications Utility Fund	347,978	410,324	549,521	208,781
Gas Utility Fund	2,750,404	15,177,736	15,343,601	2,584,537
Electric Utility Fund	5,387,305	28,983,598	29,469,264	4,901,639
Water Utility Fund	5,319,730	6,878,953	8,182,362	4,016,321
Sewer Utility Fund	4,417,754	10,241,344	12,298,071	2,361,027
Total Enterprise Funds	18,796,713	64,234,707	68,624,773	14,406,645
Internal Service Funds				
Shop & Warehouse Fund	10,499,128	3,976,056	3,265,564	11,209,620
General Facilities Fund	174,910	1,057,701	1,022,727	209,884
Health & Benefits Fund	-	-	-	-
Risk Management Fund	1,277,454	1,116,798	1,161,525	1,232,727
Information Technology Fund	1,431,482	2,887,368	2,690,361	1,628,489
Geographic Info. Systems Fund	556,574	357,010	546,560	367,024
Internal Service Funds	13,939,548	9,394,933	8,686,737	14,647,744
All Funds	\$64,695,539	\$118,081,371	\$127,561,329	\$55,215,579

Department/ Position	FTE '25	FTE '26
General Governmental		
Mayor	0.04	0.04
Council Member	0.21	0.21
Total FTE	0.25	0.25
City Administration		
City Manager	1.00	1.00
Arts & Economic Development Mgr.	1.00	1.00
City Attorney	1.00	1.00
Assistant City Attorney	1.00	1.00
Asst.City Manager/City Attorney	0.25	-
Executive Assistant	1.00	1.00
Executive Assistant/Asst. City Clerk	0.66	0.66
City Attorney	1.00	1.00
HR Director	1.00	1.00
HR Specialist	2.00	2.00
Communications Officer/PIO	1.00	1.00
Legal Intern	0.25	0.25
Total FTE	10.16	9.91

Department/ Position	FTE '25	FTE '26
Police Department		
Police Chief	1.00	1.00
Animal Control Officer	1.00	1.00
Code Enforcement Officer	2.00	2.00
Corporal	4.00	4.00
Crime Analyst	1.00	1.00
Police Captain	2.00	2.00
Police Officer First Class	18.00	18.00
Police Records Supervisor	1.00	1.00
Law Enforcement Records Clerk	4.00	4.00
Sergeant Regular	6.00	6.00
Total FTE	40.00	40.00

Department/ Position	FTE '25	FTE '26
Finance Department		
Account Clerk I/RPZ	2.00	2.00
Account Clerk II	3.00	3.00
Accountant II	1.00	1.00
Accountant III (Financials)	1.00	1.00
Accounting Specialist	2.00	2.00
Assistant Finance Director	1.00	1.00
Billing Specialist	1.00	1.00
City Clerk	1.00	1.00
Executive Assistant/Deputy City Clerk	0.44	0.44
Finance Director	1.00	1.00
Payroll/Accounting Specialist	1.75	1.75
Senior Meter Reader	1.00	1.00
Senior Utility Account Clerk	1.00	1.00
Utility Services Supervisor	1.00	1.00
Accountant III (Budget Officer)	1.00	1.00
Contracts & Purchasing Manager	1.00	1.00
Total FTE	20.19	20.19

Department/ Position	FTE '25	FTE '26
Community Development Department		
Building Inspector	1.00	1.00
Building Official	1.00	1.00
Community Dev. Director	1.00	1.00
Housing Coordinator/ Grants Manager	1.00	1.00
Planner	2.00	2.00
Planning Manager	1.00	1.00
Planning/Permit Technician	2.00	2.00
Senior Planner	1.00	1.00
Total FTE	10.00	10.00
Library/ Hal Holmes Department		
Hal Holmes Facility Assistant	0.95	0.95
Hal Holmes Office Manager	1.00	1.00
Librarian	1.00	1.00
Library Aide	0.38	0.38
Library Assistant	2.70	2.70
Library Associate	3.75	3.75
Library Director	1.00	1.00
Library Specialist	0.75	0.75
Office Specialist	0.45	0.45
Total FTE	11.98	11.98

Telecom/Info. Technology		
IT Director	1.00	1.00
IT Manager (Network/Security)	1.00	1.00
IT Systems Administrator	2.00	2.00
Business Analyst	2.00	2.00
Service Desk Specialist	1.00	1.00
GIS Supervisor	1.00	1.00
GIS Specialist	1.00	1.00
Student Intern	0.30	0.30
Total FTE	9.30	9.30

Department/ Position	FTE '25	FTE '26
Parks & Recreation Department		
Parks & Recreation Director	1.00	1.00
Aquatic & Recreation Supervisor	1.00	1.00
Rec Aide-ERRC	1.24	1.24
Parks & Recreation Office Assistant	1.00	1.00
Adult Activity Coordinator	1.00	1.00
Youth Center and Athletic Program Supervisor	1.00	1.00
Adult Activity Rec Leader III	0.45	0.45
Adult Activity Rec Aid	0.40	0.40
Acquatic / Recreation Leader	2.00	2.00
Lifeguard	3.81	3.81
Instructor	1.23	1.23
Custodian I	0.58	0.58
Sports Officials I-V	1.43	1.43
Recreation Leader- Tiny Tots	0.10	0.10
SBYC Recreation Leader	0.40	0.40
SBYC Rec Aid	0.80	0.80
Park Attendants	0.62	0.62
Park Foreman	1.00	1.00
Park Maintenance Technician	4.00	4.00
Temporary Laborers-Park	8.67	8.67
Total FTE	31.73	31.73

Department/ Position	FTE '25	FTE '26
Public Works Admin/ Engineering/Energy Services		
Public Works Director	1.00	1.00
Assistant Public Works Director	1.00	1.00
Assistant City Engineer	1.00	1.00
City Engineer/Engineering Services Manager	1.00	1.00
Civil Engineer	2.00	2.00
PW Finance Officer	1.00	1.00
Public Transit Manager	1.00	1.00
Water Resources Manager/Stormwater Manager	1.00	1.00
Water Resources Program Coordinator	1.00	1.00
Engineering Intern	0.34	0.34
Development Supervisor	1.00	1.00
Engineering Technician I	1.00	1.00
Engineering Technician II	1.00	1.00
Engineering Technician III	1.00	1.00
Development Supervisor	1.00	1.00
PW Administrative Secretary	1.00	1.00
Street Foreperson	1.00	1.00
Water Foreperson	1.00	1.00
WWTP Foreperson	1.00	1.00
Shop Foreperson	1.00	1.00
Heavy Equipment Operator- Street	7.00	7.00
Temprary Laborers- Street	1.94	1.94
Cross Connection Control Specialist	1.00	1.00
Senior Pipeperson- Water	4.00	4.00
Plant Maintenance Tech- Water	2.00	2.00
Temporary Laborer- Water	1.50	1.50
Plant Maintenance Tech- Sewer	4.00	4.00
Lab Tech Operator	1.00	1.00
Treatment Plan Operator	2.00	2.00
Collection Serviceperson	3.00	3.00
Temporary Laborers- Sewer	0.58	0.58
Total FTE	48.36	48.36

Department/ Position	FTE '25	FTE '26
Energy Services		
Energy Services Director	1.00	1.00
Telecom Project Manager	1.00	1.00
Senior Electrical Engineer	1.00	1.00
Operations Analyst	1.00	1.00
Gas Engineer	1.00	1.00
Operations Supervisor- Gas	1.00	1.00
Operations Supervisor- Light	1.00	1.00
Project Engineer	1.00	1.00
Rate Analyst	1.00	1.00
Sustainability & Energy Coordinator	1.00	1.00
Energy Resources Manager	1.00	1.00
Engineering Tech - Light	1.00	1.00
Engineering Specialist - Light	1.00	1.00
Engineering Specialist- Gas	1.00	1.00
Gas Engineering Intern	0.42	0.42
Gas Foreperson	1.00	1.00
Gas Journeyperson	5.00	5.00
Gas Serviceperson	1.00	1.00
Light Foreperson	1.00	1.00
Light Serviceperson	2.00	2.00
Journeyman Line Worker	3.00	3.00
Meterperson	1.00	1.00
Groundperson	1.00	1.00
Total FTE	29.42	29.42

Department/ Position	FTE '25	FTE '26
Shop/ Warehouse		
Fleet and Facilities (Shop & Warehouse) Manager	1.00	1.00
Equipment Mechanic	2.00	2.00
Lead Mechanic	1.00	1.00
Plant Maintenance	1.00	1.00
Warehouse Person	2.00	2.00
Warehouse/Plant Maintenance Tech	1.00	1.00
Temporary Student Laborer- Shop	0.59	0.59
Total FTE	8.59	8.59